

# **TOWN OF SHERBORN, MASSACHUSETTS**



## **ANNUAL REPORT**

January 1, 2018 - December 31, 2018

# ANNUAL REPORT

of the Town Officers & Committees

## SHERBORN MASSACHUSETTS



January 1, 2018 - December 31, 2018

*Printed on recycled paper*



# IN MEMORIAM

The following Townspeople have served our Town in various capacities. The Town of Sherborn runs on volunteerism and we appreciate their generous commitment to this principle. We gratefully dedicate this 2018 Annual Town Report to their memories.

**Gail M. Cronin**

April 11, 1935 – August 17, 2018  
325<sup>th</sup> Millennium Celebration  
1991 - 2000

**Brian K. McLaughlin**

March 17, 1936 – December 2, 2018  
Board of Selectmen  
1985 - 1990  
Middlesex County Advisory Board  
1985-01991  
Management of Town Land  
1977  
Planning Board  
1983  
Bay Circuit Implementation Committee  
1989 – 1991  
Ambulance Criteria Committee  
1984 – 1985  
Zoning By-law Study Committee  
1981  
MAPC  
1983 – 1987  
SE Suburban Emergency Medical System Consortium  
1984 – 1987  
Sherborn Fire / Rescue  
1982 – 1984  
Police Chief Search Committee  
1984 – 1985  
Open Space/Recreation Plan Implementation Committee  
1989 – 1991  
Town Offices/Police Station Study Committee  
1994 - 1995





## INFORMATION FOR VOTERS FOR 2019

### **Sherborn**

Middlesex County  
4<sup>th</sup> Congressional District  
Norfolk-Bristol-Middlesex Senatorial District  
2<sup>nd</sup> Councilor District

<b>Settled:</b>	1652
<b>Incorporated:</b>	1674
<b>Situated:</b>	18 miles southwest of Boston
<b>Area:</b>	16.14 square miles
<b>Population:</b>	4516 as of January 1, 2018
<b>Registered Active Voters:</b>	2994 as of January 1, 2018
<b>Assessed Value:</b>	Fiscal Year 2019 - \$1,244,352,183
<b>Tax Rate:</b>	Fiscal Year 2019 – \$19.62

### **Senators in Congress**

Elizabeth Warren  
Edward Markey

### **State Senator**

Rebecca L. Rausch  
(Norfolk-Bristol-Middlesex)

### **Councilor**

Robert L. Jubinville  
(2<sup>nd</sup> Councilor District)

### **Representative In Congress**

Katherine M. Clark  
(4<sup>th</sup> Congressional District)

### **Representative In General Court**

David P. Linsky  
(5<sup>th</sup> Middlesex District)

### **Qualifications For Voters**

Must be 18 years of age, born in the United States or fully naturalized and a resident of Massachusetts and Sherborn

### **Town Meeting**

April 23, 2019 – Linquist Commons,  
Dover-Sherborn Regional High School,  
Junction Street, Dover, MA

### **Town Election**

May 14, 2019

## TOWN OFFICE HOURS

**Select Board's Office:**  
508-651-7850 x 1

8:00a.m. to 5:00 p.m., Monday – Thursday  
8:00 a.m. to 12 Noon, Friday

**Assessors:**  
508-651-7857

8:00a.m. to 12:00p.m., Monday – Thursday

**Collector:**  
508-651-7856

8:00a.m. to 12:00 Noon, Monday – Thursday  
Or by appointment

**Town Clerk:**  
508-651-7853

8:00a.m. to 12:00 Noon, Monday – Friday

**Building Inspector:**  
508-651-7851

6:00a.m. to 7:30a.m., Monday – Friday  
And by appointment

**Treasurer:**  
508-651-7859

9:00am to 12noon, Monday, Tuesday & Wednesday  
1:00pm to 4:00pm, Thursday

**Finance Office:**  
508-651-7859

8:00a.m. to 5:00 p.m., Monday – Thursday  
8:00 a.m. to 12 Noon, Friday

**Board of Health:**  
508-651-7852

8:30 a.m. to 4:30 p.m., Monday – Thursday  
Variable hours every 1<sup>st</sup> & 3<sup>rd</sup> Wednesdays of the month

**Planning Board:**  
508-651-7855

9:00a.m. to 5:00p.m., Monday,  
1:00a.m. to 5:00p.m., Wednesday,  
3:00p.m. to 5:00p.m., Thursday

**Conservation Commission:**  
508-651-7863

10:00a.m. to 3:00p.m., Monday & Tuesday  
10:00a.m. to 12noon, Wednesday

**Council on Aging**  
508-651-7858

8:30a.m. to 4:00p.m., Monday & Thursday  
8:30a.m. to 12:00 Noon, Tuesday & Wednesday & Friday  
**Other hours by appointment**

**Address:**

19 Washington Street

### ***PUBLIC NOTICE AMERICANS WITH DISABILITIES ACT REQUIREMENTS***

THE TOWN OF SHERBORN ADVISES APPLICANTS, PARTICIPANTS AND THE PUBLIC THAT IT DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY IN ADMISSION OR ACCESS TO, OR TREATMENT OR EMPLOYMENT IN ITS PROGRAMS, SERVICES AND ACTIVITIES.

THE TOWN OF SHERBORN HAS DESIGNATED THE FOLLOWING PERSON TO COORDINATE EFFORTS TO COMPLY WITH THESE REQUIREMENTS. INQUIRIES, REQUESTS AND COMPLAINTS SHOULD BE DIRECTED TO:

TOWN ADMINISTRATOR  
19 WASHINGTON STREET  
SHERBORN, MA 01770



## ELECTED TOWN OFFICERS

OFFICE	NAME	TERM EXPIRES
<b>Moderator</b>	Mary D. Wolff	2019
<b>Select Board</b>	Michael S. Giaimo	2019
	Eric V. Johnson	2019
	George C. Morrill	2020
	Paul R. DeRensis	2020
	Charles E. Yon	2021
<b>Assessors</b>	Dhruv Kaushal	2019*
	Kenneth J. Mickiewicz	2019**
	William Seymour	2020
	Michael Aaron Goldstein	2021
<b>Town Clerk</b>	Carole B. Marple	2020
<b>Treasurer</b>	Heidi Doyle	2019
<b>Town Collector</b>	Nancy E. Hess	2019
<b>Sherborn School Committee</b>	Gregory T. Garland	2018
	William Scott Embree	2018
	Jennifer L. Debin	2019
	Katherine J. Potter	2019
	Angela G. Johnson	2020
	Amanda C. Brown	2021
	Megan M. Page	2021
<b>Trustees – Sawin Academy</b>	William Scott Embree	2019
	Ann L. Whitlock	2020
	David P. Welch, Jr.	2021
	Kari E. Toney	2022
	Georgia Bruggeman	2021
<b>Trustees – Public Library</b>	Christopher Kenney	2018
	Henry J. Rauch	2018
	Kristina R. Almy	2019
	Brian J. Connolly	2019
	Bruce K. Eckman	2018
	Mary Moore	2020
	James W. Murphy	2020
	Jennifer Reindenbach Searle	2020
	Lisa M. Schwarz	2021
<b>Water Commission</b>	Daryl Leigh Beardsley	2018
	Roger L. Demler	2019
	Brian D. Moore	2020
	Frank S. Hess	2021
<b>Cemetery Commission</b>	Chuckie Raye Blaney	2019
	Eugene J. Ham	2020
	Susan Tyler	2021

OFFICE	NAME	TERM EXPIRES
<b>Planning Board</b>	John K. Higley	2019
	Addie Mae Weiss	2019
	Marian R. Neutra	2020
	John Christopher Owen	2020
	William M. Dunham	2011
<b>Dover Sherborn Regional School Committee</b>	Michael C. Lee	2018
	M. Clare Graham	2019
	Anne E. Hovey	2020
	Judith A. Miller	2021
<b>Board of Health</b>	Daryl Leigh Beardsley	2019
	Lisa J. Campe	2020
	Matthew Vitale	2020
	David H. Sossen	2021
	Rebecca B. Hunnewell	2021
<b>Recreation Commission</b>	Leo P. Cavanaugh, Jr.	2018
	Brian O'Connell	2019
	David M. Goldberg	2020
	Gavin R. Mish	2021
<b>Constables</b>	Ronald J. Buckler	2019
	Joshua J. Buckler	2019

\*Resigned

\*\*Appointed to fill vacancy

## APPOINTED TOWN OFFICERS

OFFICE	NAME	TERM EXPIRES
<b>Town Counsel</b>	Darren Klein Kopelman & Page	indefinite
<b>Town Administrator</b>	David Williams	indefinite
<b>Director of Community Maintenance &amp; Development</b>	Sean Killeen	indefinite
<b>Chief Procurement Officer</b>	David Williams	indefinite
<b>Forest Warden</b>	Erron Kinney	indefinite
<b>Fire Chief</b>	Erron Kinney	6/20
Appointed by Fire Chief:		
Deputy Chief:	Jonathan H. Dowse	indefinite
Deputy Chief Admin	Neil McPherson	indefinite
Senior Captain	Shawn R. Flanagan	indefinite
Staff Fire Captain	Zach Ward	indefinite
Captain Squad 1	Josh Buckle	indefinite
Captain Squad 2	Rick Aston	indefinite
Staff Lieutenant	Jeff Hancock	indefinite
	Jack Tyler	indefinite
Lieutenant Squad 1	Klaus Ulmann	indefinite
	Chris Winner	indefinite
Lieutenant Squad 2	Dan Tyler	indefinite
	Joe Cumming	indefinite
EMS Coordinator	Luke Barney	indefinite
Squad 1 EMS Coordinator	John Bonalewicz	indefinite
Squad 2 EMS Coordinator	Andrew Campbell	indefinite
Frances Rodgers	Admin Ops Coordinator	indefinite
<b>Oil Burner Inspector</b>	Richard F. Aston	6/19
<b>Tree Warden</b>	Brian McSweeny	6/19
<b>Building Commissioner</b>	Christopher Canney	indefinite
<b>Wiring Inspector</b>	John McGourty	6/19
<b>Deputy Wiring Inspector</b>	Walter Nowicki	6/19
<b>Plumbing/Gas Inspector</b>	Thomas Frasca	6/19

OFFICE	NAME	TERM EXPIRES
<b>Deputy Plumbing/Gas Inspector</b>	John A. Rose, Jr.	6/19
<b>Director of Veterans' Services</b> <b>Veterans' Graves Officer</b> <b>Veteran's Burial Officer, Veteran's Agent</b>	Douglas S. Brodie	4/19
<b>Chief of Police</b>	Richard R. Thompson, III	6/19
<b>Police</b>		
Lieutenant	David Bento	6/19
Sergeants	David Nulty Luke W. Tedstone	6/19 6/19
Detective	James Godinho	6/19
Patrol Officers	Kelly Bush Jack Coffey Patrick Crosson Antonio Gonzales James M. Graziano Jonathan Hale Stephen J. Laquidara Matthew Michel Matthew Osborne Michael Tremblay	6/19 6/19 6/19 6/19 6/19 6/19 6/19 6/19 6/19 6/19
Special Officers	Roxanne Buckler Evelyn Corbett	6/19 6/19
Dispatch	Brian O'Keefe	6/19
<b>Keeper of Lock-up</b>	Richard R. Thompson, III	6/19
<b>Director of Assessing</b> (Appointed by Board of Assessors)	Wendy Elassy	indefinite
Finance Director/	Sharon MacPherson	indefinite
<b>Assistant Tax Collector</b> (Appointed by Tax Collector)	Lisa A. Lynch	indefinite
<b>Deputy Tax Collector</b> (Appointed by Tax Collector)	Eric Sabean Representative of Kelly & Ryan	12/19
<b>Assistant Town Clerk</b> (Appointed by Town Clerk)	Jacklyn R. Morris	indefinite
<b>Assistant Treasurer</b> (Appointed by Treasurer)	Lisa A. Lynch	indefinite
<b>Agricultural Commission</b>	Linda Bogins Susan L. Tyler Jonathan Dowse	6/18 6/18 6/20

<b>OFFICE</b>	<b>NAME</b>	<b>TERM EXPIRES</b>
<b>Animal Control Officer</b>	Sgt. Luke W. Tedstone	indefinite
<b>Board of Registrars</b>	Edward McGuire	4/19
	Ruth Stewart	4/20
	Carol S. Rubenstein	4/21
	Carole B. Marple	Town Clerk
<b>Board of Appeals</b>	Rodger L. Brown	6/19
	Jonathan W. Fitch (Associate)	6/19
	Ronald J. Steffek	6/20
	Richard S. Novak	6/21
<b>Conservation Agent</b>	Allary Braitsch	indefinite
<b>Conservation Commission</b>	Alex Dowse	6/18
	Kelly McClintock	6/18
	Neil Kessler	6/19
	Carol McGarry	6/19
	Jean Bednor	6/20
	Jessica Jackson	6/20
	Courtney Eck	6/21
	Michael Lesser	6/21
	Cynthia Ostrowski	6/21
<b>Council on Aging</b>	Gerri Hawn	6/19
	George Shea	6/19*
	Christina Winterfeldt	6/19
	Helen Braithwaite	6/20
	Tricia M. Caldicott	6/20
	Joan Dunn	6/20
	Jean Rosseau	6/20
	Libby Yon	6/20
	Susan W. Peirce	6/21
	Anne P. Nichols	6/21
<b>Disability Advisory Committee</b>	Thurza Campbell	6/19
	Linda DeRensis	6/20
	Frank S. Hess	6/21
	Kathy Horigan	6/21
<b>Elderly and Disabled Taxation Committee</b>	Helen D. Cuddy	6/19
	Rosemary Sortor	6/17
	Douglas S. Brodie	6/18
	Chief Assessor	indefinite
	Town Treasurer	indefinite
<b>Elder Housing Committee</b>	Carol C. Kerrissey	6/18
	David Curtiss, Jr.	6/19
	Joseph S. Meaney, Jr.	6/19
	Michael J. Kickham	6/20
	Katharine R. Sturgis	6/21
	Janet Walsh	6/21

OFFICE	NAME	TERM EXPIRES
Electronic Voting Committee	Wassim Bassalee	indefinite
	Abigail Fiske	indefinite
	Evelyn Scott-Ludwig	indefinite
Emergency Management Director	Erron Kinney	indefinite
Energy Committee	Michael C. Lesser	6/18
	Gino Carlucci	6/20
	John Higley	6/20
	Gregory Kennan	6/21
Farm Pond Advisory Committee	Craig Surman	6/18
	Patricia C. Cassell	6/19
	Jacqueline Martin	6/19
	Catherine Rocchio	6/19
	Sophia Hill	6/20*
	Patricia F. LeBlanc	6/20
	Karyn Kaplan	6/21
	Melinda O'Neill	6/21
Governance Task Force II	Adam Henry (Associate)	6/19
	Erin Carroll	indefinite
	Gregory Kennan	indefinite
	Coralinda Lincoln	indefinite
	Adam Page	indefinite
Groundwater Protection Committee	Addie Mae Weiss	indefinite
	Katharine R. Sturgis	indefinite
	(Appointed by Elderly Housing)	
	Daryl Beardsley	indefinite
	(Appointed by the Board of Health)	
HIPPA Officer	Allary Braitsch	indefinite
	(Appointed by the Conservation Commission)	
Historical Commission	Fred Abdelahad	indefinite
	Eugene Goldfield	6/19
	James Guarino	6/19
	Diana S. Wheelwright	6/19
	Margaret S. Novak	6/20
	Ronald Steffek	6/21
Historic District Commission	James Guarino	6/19
	Margaret S. Novak	6/19
	Ronald Steffek	6/20
	Diana S. Wheelwright	6/20
	Eugene Goldfield	6/21
	Adam Redford	6/21
Insurance Advisory Committee	Tony Abril	6/20
	Lisa Lynch	6/20
Leland Farms Trustee	Alycia Goody	6/21

OFFICE	NAME	TERM EXPIRES
<b>Library Building Committee</b>	Mark Brown	indefinite
	Roger Demler	indefinite
	James Kolb	indefinite
	Richard Littlefield	indefinite
	Alexis Madison	indefinite
	Adam Page	indefinite
	Heather Willis	indefinite
	Elizabeth Yon	indefinite
<b>Local Emergency Planning Committee</b>	David P. Curtiss, Jr.	indefinite
	Ellen Hartnett	indefinite
	Karen Juhl	indefinite
	Diane Moores,	indefinite
	Building Inspector	indefinite
	CM&D Director	indefinite
	Fire Chief	indefinite
	Police Chief	indefinite
<b>Medical Reserve Corps Executive Committee</b>	Town Administrator	indefinite
	Veronica Bloom	indefinite
	Douglas S. Brodie	indefinite
	Frank S. Hess	indefinite
	J. Christopher Owen	indefinite
	Marie Owen	indefinite
	William Wirth	indefinite
<b>Metropolitan Area Planning Council (MAPC)</b>	Marian R. Neutra	6/21
<b>Personnel Board</b>	Joseph Carchidi	6/19
	Fred R. Abdelahad	6/19
	Vicki Rellas	6/20
	Nicholas Anastasopoulos	6/21
<b>Privacy Information Officer</b>		
	Deborah Reynolds	indefinite
<b>Public Safety Committee</b>		
	James Campbell	6/18
	Arthur Fenno	6/18
	Michael Goldstein	6/20
	Neil McPherson	6/21
	Building Inspector	indefinite
	CM&D Director	indefinite
	Fire Chief	indefinite
<b>Recycling Committee</b>	Police Chief	indefinite
	Town Administrator	indefinite
	Chelle A. Subber	6.18
	Diane S. Hanson	6/19
	Wendy L. Mechaber	6/19
	Charles W. Tyler	6/19
	Anne M. MacDonough	6/20
	Amy Van Langen	6/20
	Andrea A. Brennan	6/21
	Karl F. Ludwig	6/21

OFFICE	NAME	TERM EXPIRES
Right to Know Municipal Law Coordinator	Erron Kinney	indefinite
Sherborn Arts Council	Robin D. Perera Olivia Gorganian Kim Lee Olen Leeann Winn	6/18 6/20 6/20 6/20
Sherborn Housing Partnership	John F. Hudson Neil Kessler Mark A. Brown Christopher J. Decker Addie Mae Weiss Elizabeth H. Yon Alycia Lyon Goody Michael Haynes Brett Piercy	6/18 6/18 6/19 6/19 6/19 6/19 6/21 6/21 6/21
Sherborn Open Space Committee	Leo P. Cavanaugh Peggy S. Novak David J. Kileen Seth Malloy Kelly McClintock Marian Neutra Laura Kennedy VanBlarcom	6/18 6/18 6/19 6/20 6/20 6/20 6/21
Southwest Area Planning Committee	Gino D. Carlucci	6/21
Town Center Water System Options Committee	Daryl Beardsley Gino Carlucci Roger Demler Frank Hess Brian Moore Ed Rose Grace Shepard David Williams	6/18 6/18 6/18 6/18 6/18 6/18 6/18 6/18
Town Forest Committee	Robert Ambos Margaret B. Robinson David Killeen Elizabeth Dowse (Associate Member)	6/19 6/20 6/21 indefinite
Town Historian	Elizabeth L. Johnson	indefinite
Traffic Safety Committee	Kristin Buckler Carol Mansfield Susan L. Tyler Douglas Peterson Bradlee VanBrunt Brian Clarke Sean Killeen, CM&D Director Erron Kinney, Fire Chief Richard Thompson, Police Chief	6/18 6/19 6/19 6/20 6/20 6/21 indefinite indefinite indefinite



OFFICE	NAME	TERM EXPIRES
<b>Appointed by the Town Moderator</b>		
<b>Advisory Committee</b>	Vicki A. Rellas	7/31/18
	J. Ben Williams	7/31/18
	Susan Aharonian	7/31/19
	Brendan Daly	7/31/19
	Stephen G. Leahy	7/31/19
	Peter Gallitano	7/31/20
	Steven Tsai	7/31/20
	Jane Materazzo	7/31/20
	Dhruv Kaushal	7/31/21
	Greg Susco	7/31/21*
	Jeffrey R. Waldron	7/31/21
<b>Capital Budget Committee</b>	Eric Surri	7/31/18
	J. Ben Williams	7/31/18
	Maria Kadison	7/31/21
	Joseph Shanahan	7/31/21
	Jeff Waldron (Advisory Committee)	
<b>Planning Board</b>	Grace S. Shepard (Associate Member)	6/20
<b>Appointed Jointly by the Town Moderator &amp; the Board of Selectmen</b>		
<b>Land Acquisition Committee</b>	Frank C. Jenkins	6/19
	Eric V. Johnson	6/19
	Seth Malloy	6/19
	Marian Neutra	6/19
	Laura K. Van Blarcom	6/19
	Warren Wheelwright	6/19
<b>Appointed Jointly by the Chairman of the Board of Selectmen, Chairman of the Local School Committee &amp; Town Moderator</b>		
<b>Member of the Tri-County Regional Vocational Technical School Committee</b>	Jonathan H. Dowse	6/20
<b>Appointed by the Board of Health</b>		
<b>Health Agent</b>	Mark Oram	indefinite
<b>Food Inspector</b>	Enviro-Tech Consultants	indefinite
<b>Board of Health Administrator</b>	Ellen Hartnett	indefinite
<b>Board of Health Clerk</b>	Jean Greco	indefinite
<b>Animal Inspector</b>	Kimberly L. Morrow	indefinite
<b>Burial Agent</b>	Carole B. Marple	indefinite

\*Resigned

\*\*Appointed to fill vacancy



# GENERAL GOVERNMENT

## Select Board

The Board of Selectmen began its year with its traditional name, and by vote of the 2018 Annual Town Meeting in April, ended the year with a more inclusive title - 'Select Board.' The Board continued into its fourth year with five members, and the impact and acceptance of that expansion has been positive.

The composition of the Select Board stayed the same for the first part of the year, with the re-election of Select Board Member Chuck Yon. A Special Town Election was held to replace Select Board member Mark Brandon, who resigned in the second half of 2017 due to relocating out of Town. To fill the seat, George Morrill, former Advisory Committee Chair, ran unopposed and was elected to serve the remainder of the two-year term. Later, one seat was held vacant due to the resignation of Select Board Member Sean Killeen, who was hired by the Town into the revised position of Director of Community Maintenance and Development/Facilities Manager. Eric Johnson was elected in the regular election in May 2018 to fill the remaining one year of Killeen's term. Chuck Yon was voted by the Board to be Chair beginning July 2018.

Fiscal matters continue to receive a good deal of attention throughout 2018, as the Town's tax rate and average residential tax bill remain among the highest in the Commonwealth. There is no easy fix. We either expand the taxable base in the community, or reduce services. Flat service levels have existed for several years, and there were several development projects in queue, and a couple of those are 40B projects that will help us reach our affordable housing goal, which was established with the acceptance of the Housing Production Plan that was accepted in 2018. We thank the Affordable Housing Partnership Committee for their work on the Plan. In working towards the goal, we have a very active Planning Board and a knowledgeable Advisory Committee that works well with our Capital budget Committee. In addition to the Advisory Committee watching over the Town's finances, we are fortunate to have the assistance of a strong financial team that works well together, including Town Administrator David Williams, and Finance Director Sharon MacPherson, as well as our elected Collector Nancy Hess, Treasurer Heidi Doyle, and Assessing Director Wendy Elassy.

The Select Board, Library Trustees, Library Building Committee and Advisory Committee have worked very hard to get the renovation of the Library back on track and minimize the additional costs to the Town. We encourage residents to visit the Library website, <https://sherbornlibrary.org/> for updates on the library expansion.

The Board continues to receive dedicated and effective support at Town Hall from Town Administrator David Williams, Assistant Town Administrator Diane Moores, and Assistant Jeanne Guthrie. The Board recognizes and

thanks them and all the other Town employees. We also appreciate the time and effort of Town volunteers. This Town could not function without its tireless and talented volunteers.

In closing, I thank my fellow Board Members during 2018 for their hard work, collegiality, and dedication to the Town. It continues to be an honor to serve on this Board with all of you.

Respectfully submitted,

Charles Yon, Chair

## Town Counsel

We are pleased to present our annual report as Town Counsel to the Town of Sherborn. As Town Counsel, we provided advice to the Select Board, Town Administrator, Town officials, boards, committees and Town Meeting. Most of the work of Town Counsel involves providing advice and opinions, reviewing contracts and procurement issues, real estate transactions, preparation for the Annual Town Meeting and Special Town Meeting, and defending the Town in litigation. During the course of the last year, we provided advice on issues such as contracts, procurement, land use, environmental law, municipal finance, Town Meeting appropriations, construction law, affordable housing, trusts, labor and personnel matters, collective bargaining, performance evaluations, open meeting law, numerous public records requests, the state ethics law, the Memory Statue, and the library project. Town Counsel also provided support by drafting proper motions for various Board meetings and by answering various procedural questions. Town Counsel also represented the Town during various contract, collective bargaining agreement and settlement negotiations.

Town Counsel believes one of our highest priorities and goals is to provide proactive legal advice that prevents the Town from engaging in litigation. That being said, Town Counsel is always ready, able and willing to zealously litigate on behalf of the Town when it becomes necessary. We continue to work diligently to effectively represent the Town in all pending litigation. In 2018, Town Counsel represented the Town and its officers in proceedings in several Massachusetts Courts and Administrative Agencies. At the request of the Town Administrator or Select Board, we attended meetings of the Select Board and other Boards to provide advice on pending or potential litigation and to assess the Town's risk management on legal matters. In addition to effectively litigating on behalf of the Town in these matters, Town Counsel, whenever possible, works to promote conciliatory efforts on behalf of the Town and negotiate cost-effective resolutions to disputes that address the Town's best interests and priorities.

The office of Town Counsel has also continued to work with the Town to reduce municipal legal costs by researching many issues of municipal law and issuing Memoranda and Email Blasts addressing those issues at no charge. In 2018, we advised the Town on case law, legislative developments and necessary policy updates through these memoranda and emails on issues and areas of law that included: the Authority of Cities and Towns to Regulate Use of Land for Private Aircraft; Sick Leave Pay is Not Wages Under the Massachusetts Wage Act; Postponement or Deadlines for Elections and Zoning Hearings; Pending Legislation regarding Water Infrastructure Projects; Employment Implications of the Expanded Massachusetts Employee Safety Law; Pregnant Workers Fairness Act; United States Supreme Court Declares Public Sector Agency Fees Unconstitutional under First Amendment; and Adjustments to Designer Selection Thresholds.

In 2019, Town Counsel's objective, as always, is to assist the Town in accomplishing its objectives and goals and to help the Town overcome any challenges, burdens and obstacles that it will face. Our goal is to provide the highest quality legal services to the Town in a responsive, flexible, timely, proactive and effective manner at a reasonable cost. We take very seriously the Town's best interests and the Select Board's strategic plan and vision for the future and intend to assist in any way we can to help the Town continue to develop and move forward. Town Counsel will continue to work with Town officials to handle and respond to the challenges that lie ahead and to help further the Town's mission, community values and progress, as well as to help protect the Town's interests in 2019.

We extend our sincere appreciation to the Select Board for their continued confidence in retaining our firm, and we appreciate the cooperation, assistance and collaboration we have received on all matters from the Select Board, the office of the Town Administrator and other Town Boards, officials and employees. We look forward to our continued work with members of the Sherborn Town government in the future.

Respectfully submitted,

Darren R. Klein, for the firm KP Law, P.C.  
Town Counsel

## Planning Board

The Planning Board continued efforts in 2018 to complete the new General Plan (now called Master Plan) and helping to manage the proposals for large housing developments. The Planning Board members continued holding workshop sessions on Friday mornings to further develop and edit sections of the Plan. The new Master Plan will be finalized in the first half of 2019.

The Planning Board presented 5 zoning articles to Town Meeting. They included: (a) an update and expansion of the accessory apartment provision; (b) modifying the

outdoor entertainment requirements; disassociating them from restaurants and applying them to the entire Business district instead; (c) adding a provision to allow farms to host non-agricultural events on their properties; (d) expanding the opportunities for large-scale solar photovoltaic facilities by allowing them in areas outside the existing overlay district by special permit; and (e) replacing the existing Open Space Subdivision bylaw with a more modern and effective version.

The first three articles were approved by Town Meeting. The solar photovoltaic article was not supported by the Planning Board, by Advisory Committee nor Town Meeting. The Open Space Subdivision article was withdrawn after it became clear that it needed more work in coordination with the Board of Health and Conservation Commission. The Planning Board is following up on this and will likely present a new version in 2020.

In association with the article allowing for Farm Entertainment Events, the Planning Board adopted an amendment to its site plan regulations to specifically address such events. The Board did extensive research on noise measurement and noise impacts in developing those regulations, and they were adopted after several public hearings.

Another topic addressed by the Board was the proposed large development at 41 North Main Street. An initial meeting was held on February 20 when the owner and an assisted living developer presented preliminary concepts for the project, which included a small commercial component along with the assisted living. As the project continued to evolve, the Planning Board facilitated a public forum held on October 25. At this point, the developer was proposing using a Tax Increment Financing (TIF) arrangement to fund a municipal water and sewer system for the Town Center. The project continues to evolve and many details remain to be decided before it can seek approval.

The Planning Board assisted in implementing the Municipal Vulnerability Preparedness grant obtained in 2017. This project included a workshop help to identify potential hazards of climate change as well as possible actions to mitigate those impacts in Sherborn. Completing this program qualifies Sherborn for future grants under this state program to fund implementation measures.

Another grant for which the Board played a key role was a Tier 3 under the state's Complete Streets Program. The Tier 2 Complete Streets grant awarded in 2017 funded an engineering firm to review our streets and intersections and create a "Prioritization Plan". The Tier 3 grant will fund a sidewalk on the east side of North Main Street from Village Way to the railroad tracks, a path from the parking spaces just off Whitney Street across an easement on the Whitney Farms property to connect to the Upper Charles Rail Trail, and two solar-powered speed feedback displays on Eliot Street and North Main Street in the vicinity of Pine Hill School. These projects will be implemented during 2019.

Related to the rail trail project, funding to purchase the remainder of the CSX rail line from its current end at approximately Whitney Street north to the Framingham town line was included in the State's Environmental Bond Bill. The funding authorization is also available to construct the trail.

The Planning Board wishes to commend the Open Space Committee for completing the Open Space and Recreation Plan in 2018. The plan was approved by the state Division of Conservation Services, and Sherborn is now eligible for certain grants for open space purchases and recreation facilities.

A significant scenic road hearing and decision was made by the Planning Board regarding nearly 600 trees that had been identified as dead, mostly due to a combination of recent drought years and the attack of gypsy moths and winter moths. The hearing was held on October 2, and after some discussion and input from residents, the Board approved removal of all of the trees on the list that were on scenic roads, and the Tree Warden approved removal of all the trees on the list on non-scenic roads.

The Board endorsed 4 Approval Not Required (ANR) plans that resulted in the creation of 3 new lots as well as new conservation restriction. The Board also renewed the special permit for ADESA for its car storage lot in Sherborn.

The year ended with the submission by the Board of 2 warrant articles for the 2019 Annual Town Meeting. The first article clarifies the accessory apartment bylaw, while the second would authorize the Select Board to acquire the remaining segment of the CSX rail line from the vicinity of Whitney Street north to the Framingham town line. The acquisition was limited to using non-Town funds such as the authorized funding in the state Environmental Bond Bill.

The Board continued to update Sherborn Happenings!, the Town Planner's blog, and the Planning Board Facebook page, as well as posting messages on Nextdoor Sherborn. The Town Planner and Board members continued to participate in the SWAP subregion of MAPC. Sherborn hosted a SWAP meeting that focused on housing issues and how other towns provide for and monitor affordable housing.

Respectfully submitted,

John Higley, Chairman

## Board of Appeals

The Zoning Board of Appeals held eight regular meetings during 2018. The Board heard 15 zoning petitions for special permits, variances, findings, and/or appeals. There were 7 hearings on HP Sherborn, LLC, 59 North Main Street, a Chapter 40B project received in March of 2017. It was approved by the Board on May 23, 2018.

There were four Executive Session meetings on the Fields of Sherborn. Final approval from Mass Housing for this project was issued in September of 2018. Information on the 40B projects in Sherborn is on the Town's website [www.sherbornma.org](http://www.sherbornma.org) under Land Development.

The following is a summary of decisions made by the Board.

**Hearing Date: January 22, 2018**

**#21801: 26 Bullard Street**

The petition of Dana Pope, LLC for renewal of a Special Permit under Section 3.2.2(a)(1)(b) to maintain an accessory housekeeping unit in a Residence C district was granted January 22, 2018 with a February 1, 2020 expiration date, subject to conditions.

**#21802: 211 Farm Road**

The petition of David Parrish for Barry & Ellen Libert for a Special Permit under Section 3.2.2(a)(1)(a) to maintain an accessory housekeeping unit in a Residence C district was granted January 22, 2018 subject to conditions.

February 22, 2018

**Hearing Date: February 26, 2018**

**#21803: 21 South Main Street**

The petition of Alexander Weatherall to amend the decision #21504 under Section 5.2 relating to a permitted oversized sign in a Business G district was granted February 26, 2018 with a May 31, 2020 expiration date, subject to conditions.

**Hearing Date: May 17, 2018**

**#21805: 247 Washington Street**

The petition of Benjamin Stevens, Manager for The Fields of Sherborn, for a Special Permit under Section 5.2.6d for a temporary primary ground sign in a Residence B district was granted May 17, 2018 with a May 31, 2019 expiration date, (subject to extension) and subject to conditions.

**#21806: 33 North Main Street**

The petition of Jennifer Ziskin, LJM Hospitality, Inc., for a Special Permit under Section 3.2.34 for outdoor entertainment in a Business G district was granted May 17, 2018 with a May 17, 2020 expiration date, subject to conditions.

**#21804: 46 Western Avenue**

The petition of Dongran Han for a Finding from Section 1.4.6 to construction an addition to a pre-existing, non-conforming dwelling in a Residence B district was granted May 17, 2018 subject to conditions.

**#21807: 6 Powderhouse Lane**

The petition of Igor Lybarsky for renewal of a Special Permit under Section 3.2.17, 3.2.19 & 5.2.7 to allow for the operation of construction & landscaping services and to maintain an office, with signage in a Business G district was granted May 17, 2018 with a June 1, 2023 expiration date, subject to conditions.

**Hearing Date: June 21, 2018**

**#21808: 211 Farm Road**

The petition of Barry & Ellen Libert for an amendment to special permit#21802 for an accessory apartment under Section 3.2.2 in a Residence C district was granted June 21, 2018 subject to conditions.

**#21809: 16 Nason Hill Lane**

The petition of Michael Newman & Polly Kornblith for an amendment to special permit#21719 for an accessory apartment under Section 3.2.2 in a Residence C district was granted June 21, 2018 subject to conditions.

**Hearing Date: June 21, 2018**

**#21810: 6 Powderhouse Lane & 41 North Main Street**

The petition of Igor Lybarsky, Trustee of Barsky Estate Realty, Inc., for a special permit under Section 3.2.19 to allow for the operation of a doggy daycare business in a Business G district was granted June 21, 2018 subject to conditions.

**Hearing Date: September 11, 2018**

**#21813: 7 North Main Street**

The petition of Dennis Delaney for a Finding from Section 1.4.6 to construct a deck to a pre-existing, non-conforming dwelling in a Residence A district was granted September 11, 2018 subject to conditions.

**Hearing Date: October 29, 2018**

**#21814: 1 Lake Street**

The petition of Nathaniel Dowse for renewal of a Special Permit under Section 3.2.5 to operate a backhoe business in a Residence A district was granted October 29, 2018, with a November 1, 2023 expiration date, subject to conditions.

**#21815: 59 North Main Street**

The petition of Vin Gately, HP Sherborn LLC, for renewal of a Special Permit under Section 5.2.6(d) for temporary signage in a Residence A district was granted October 29, 2018 with a November 1, 2019 expiration date, subject to conditions.

**#21816: 28 R North Main Street**

The petition of Raymond Wiese for renewal of a Special Permit under Section 3.3 to maintain living accommodations in a non-residential building in a Business G district was granted October 29, 2018 with a November 1, 2021 expiration date, subject to conditions.

**Hearing Date: November 28, 2018**

**#21818: 133 Woodland Street**

The petition of John Boggia, SYRLYS Development LLC for a Finding from Section 1.4.6 to construct a second floor addition to a pre-existing, non-conforming dwelling on a pre-existing non-conforming lot in a Residence B district was granted November 28, 2018 subject to conditions.

Copies of all decision letters are on file at the Selectmen's Office.

## Town Clerk

The mission of the Town Clerk's Office is to uphold the integrity of the Town's democratic process, to maintain and preserve public records, to foster cooperation and coordination between departments, and to act in the best interest of the community and the State by providing innovative, efficient, quality service.

Services and duties include but are not limited to voter registration; organization, implementation, and reporting of all elections and Town Meetings; posting of all public meeting notices and maintenance of the official town calendar online; implementation and maintenance of town census; maintenance and preservation of all vital records and other recordings; swearing in all elected and appointed officials; and issuing marriage licenses, business certificates, dog licenses, raffle and bazaar permits, and inflammable storage renewals.

The official duties of this office are interspersed in more than 73 chapters and 451 sections of the Massachusetts General Laws. The Town Clerk serves as the Chief Election Official of the Town and is not only the Town's Recording Official, but also the Registrar of Vital Statistics, as well as the Public Records Official, a Licensing Official, and last but not least, a Public Information Official. Beyond the most publicly recognized responsibilities of elections, census, dog licenses, marriage licenses, business certificates, and vital records, this office also serves as the local friendly face to answer questions regarding many municipal legal issues, most often on the Open Meeting Law, Conflict of Interest, campaign finance, election laws, and parliamentary procedure. The Clerk's Office also interacts with every other board and department in the Town, administering the oath of office to all elected and appointed officials and serving as the repository for all meeting notices and minutes.

Change is constant. The countless federal and state legislative and regulatory changes enacted every year that impact this office make it vital for the Town Clerk and staff to conscientiously attend workshops and seminars at county, state, federal, and regional levels.

In terms of elections and town meetings, 2018 was a busy year with a January 2018 Special Town Election, May Annual Town Election, and two nights of the April 2018 Annual Town Meeting to plan and manage. We also had the additional responsibility of running two State sponsored elections, the September 2018 State Primary and November 2018 State Election, where we had two weeks of Early Voting to oversee. We continued to utilize the electronic poll pads for voter check-in for the April 2018 Annual Town Meeting and the two weeks of Early Voting.

The 2009 statutory changes to laws related to open meetings of governmental bodies, ethics of public officials, elections, campaign finance and lobbying, and public records went into effect in 2010 and continue to have an enormous impact on the work load in the Clerk's Office. The Clerk's Office and Sherborn's many boards

and committees continue to use the updated Sherbornma.org website to post public meetings and agendas onto the Town's calendar. In addition to the posting on the website, we are updating our new board and committee software, which will ultimately help track the yearly terms of Sherborn's many elected and appointed officials. This same software will allow us to track conflict of Interest online training compliance.

Preparation for the 2020 Federal Census continued in 2018, with the Town Clerk's office updating Sherborn's 2010 Federal Census information on file with any changes. Final updates in preparation for the 2020 Federal Census will be made in the Summer of 2019.

This year, 20 birth certificates were recorded; 15 marriage licenses were issued, and sadly 20 death certificates were recorded.

Birthday greetings and mail-in voter registration forms were sent to 78 residents who turned 18 years of age and were thus eligible to vote.

Fourteen new Business Certificates were issued along with ten renewals. 997 dogs were licensed. Numerous dog owners increased the revenue stream by paying late penalties and 32 court warrants were issued for delinquent owners. By state statute municipal clerks continue to receive payment of non-criminal marijuana fines issued by the local police department.

Amazing artwork from Pine Hill School students continues to brighten our office. This is made possible in cooperation with Sarah Richards, Pine Hill art teacher. Best of all, many of the young artists visit Town Hall with their families to view their masterpieces hanging on our walls!

Among the many people who graciously aided us in 2018 were Steve Falk with kind attention to both us and the dog software and the guys of Community Maintenance and Development with cheerful assistance whenever needed.

In addition, we could not manage our many elections and the Annual Town Meeting without the help of our expert election workers, many of whom volunteer their valuable time. Special thanks to Abby Fiske who graciously accepted our request to become an election warden and Susan Tyler for filling in as a warden when needed. We would also like to acknowledge and thank Rene Montella for her years of excellent service as our primary election warden. We appreciate these and every contribution of all of our election workers.

Our part time staff of Tony Abril and Jackie Morris continues to display good humor, efficiency, and patience while assisting the public with accuracy, efficiency, and grace in spite of constant interruptions and time constraints.

Respectfully submitted,

Carole B. Marple, Town Clerk

## Board of Registrars

Each January the Board of Registrars is required by Mass General law (C5 §§ 4, 7) to mail a form to all households in order to complete a street list of all residents who are 17 years or older. This list, often referred to as the local "census," provides essential information. The street list provides necessary information and statistics for veterans' benefits, for local and regional school committees, and for police, fire, and rescue departments. It furnishes pertinent data to governmental agencies for various reimbursements to the town as well as special benefits to individual residents.

Prompt return of the census form to the Clerk's Office insures that this vital information is available as needed by the appropriate town departments and avoids the expense incurred by follow-up mailings. Maintaining accurate residential and voting lists is an ongoing process. The Board is very appreciative of receiving notice when a Sherborn registered voter moves within Sherborn or to another municipality during the year.

As of January 1, 2018, the number of residents totaled 4516 distributed among 1449 households (remains unchanged from 2017). Approximately 55% of our voters continue to be registered as "Unenrolled" which means they are registered to vote but have chosen not to be affiliated with any political party. Official political parties in the Commonwealth in 2018 were Democrat, Republican and Libertarian. There were 27 political designations in 2018.

As prescribed by law, special registration sessions were held before each town meeting and election, resulting in the following figures.

### Special Town Election, January 9, 2018

Democrats .....	794
Republicans .....	466
Libertarians .....	11
Unenrolled.....	1706
Inactive.....	159
Total Active.....	2994

### Annual Town Meeting, April 24, 2018

Democrats .....	781
Republicans .....	460
Libertarians .....	11
Unenrolled.....	1714
Inactive.....	196
Total Active.....	2984

### Annual Town Election, May 08, 2018

Democrats .....	782
Republicans .....	459
Libertarians .....	11
Unenrolled.....	1714
Inactive.....	195
Total Active.....	2984

### State Primary, September 4, 2018

Democrats .....	775
Republicans .....	441



Libertarians.....	11
Unenrolled.....	1694
Inactive.....	271
Total Active.....	2938

### State Election, November 6, 2018

Democrats.....	800
Republicans.....	451
Libertarians.....	11
Unenrolled.....	1747
Inactive.....	212
Total Active.....	3024

In 2018 the Board processed four state petitions, 22 nomination papers for state candidates and two local candidates, certifying approximately 400 signatures. Each month a congratulatory birthday letter and a voter registration form are mailed to all residents who turn 18 years of age--contributing to our high voter registration rate.

Again this year, the Registrars are indebted to many people for their help: “the guys” from Community Maintenance & Development for setting up and dismantling the polling place and posting signs around town; Constables Ron Buckler and Josh Buckler for cheerfully posting warrants and mandated notices; Town Hall and Library workers for parking off-site on election days to make room for voters. We are grateful for all our election personnel for their commitment to accuracy, legal nuance, patience, and pleasant demeanor but especially for our volunteers. We are grateful for all these contributions and more.

Respectfully submitted,

Carole B. Marple, Clerk  
For the Board of Registrars

## Electronic Voting Committee

As the result of the passage of Article 24 at the 2018 Annual Town Meeting, the Electronic Voting Committee (EVC) was formed in June 2018 and charged with surveying and investigating available options for the use of electronic voting (EV) at Town Meetings, and to assess their potential applicability for Sherborn's open Town Meetings. The members of this committee are: Abigail Fiske (Chair), Eve Scott-Ludwig, Wassim Bassalee, and ex-officio members Mary Wolff, Town Moderator, and Carole Marple, Town Clerk.

The EVC met throughout the summer, fall and winter, and after much research presented their final report to the Select Board in February, 2019.

The motivation and driving needs for considering electronic voting in Sherborn included accuracy, integrity, and privacy of the vote, as well as an increased ability to move Town Meeting along in a timely manner. The requirements for an EV system that we evaluated and weighed were the number of voters the system could

support, the need for a user-friendly interface, transparency with security, voter anonymity, location adaptability and accessibility.

The committee first conducted an online search of existing technologies and reached out to towns in the Commonwealth that have evaluated and used EV systems. We eliminated EV systems that failed to meet the starting set of requirements and selected two candidate vendors for further evaluation:

### Option Technologies

<https://www.optiontechnologies.com/>

### Turning Technologies

<https://www.turningtechnologies.com/corp-govt/>

Both vendors presented their EV system offerings to the Committee. We explored the following: (1) option for a free trial (2) different pricing options – including lease v. purchase (3) system deployment, usage and maintenance (4) integration with existing town meeting processes and procedures. Our evaluation results can be found in full detail in the report submitted to the Select Board on February 7<sup>th</sup>, 2019.

Based on our research and evaluation, the committee unanimously states the solution provided by Turning Technologies to be superior in meeting the requirements discussed above. And although the Committee was not charged with making a recommendation on whether the Town should use Electronic Voting, after research and discussion we, as a Committee, unanimously feel that the use of Electronic Voting would be beneficial to the town.

The Committee expects to implement a trial use of EV at the 2019 Annual Town Meeting, and we expect that there will be a Warrant Article that supports the use of EV going forward, with an increase to the Election and Registration budget for FY2020.

Respectfully submitted,

Abigail Fiske  
On behalf of the Electronic Voting Committee

## Personnel Board

The Board has reviewed/resolved many issues regarding employee classifications, job descriptions, work hours and pay over the past year. We also provided support to the Town Administrator on various personnel matters. We made a recommendation to Advisory on the Cost-of-Living Adjustment for fiscal year 2020.

During the year, we continued our work on the Jobs Classification/Compensation Project which will be completed in 2019.

Respectfully submitted,

Nicholas Anastasopoulos, Chairman



## Recycling Committee

The Sherborn Recycling Committee (SRC) continues to provide the Town of Sherborn with accessible and appropriate waste reduction, reuse, and recycling programs, and to encourage residents to participate in these programs to promote environmental sustainability.

SRC work encompasses four distinct, interconnected areas:

**Administrative responsibilities** - SRC maintains records and statistics on the monthly recycling rates, adherence to DEP regulations and implementation of new waste-reduction strategies, tracking recycling vendor services and invoices, and develop new opportunities for recycling.

**Educational efforts** - SRC members attend regional meetings, participate in informational webinars, provide recycling and compost bins and information to new residents, and continue to develop new approaches to educate residents about recycling opportunities available in town.

**Special Events** - SRC organized **Household Hazardous Waste Collection Day**, and offered confidential paper shredding and recycling, as well. For 2019, **Household Hazardous Waste Day** and confidential household paper shredding and recycling will be held on September 28.

**Transfer Station-related Projects** - SRC oversees and maintains much of the functioning of the Swap Shop; assists residents with sorting materials at the Transfer Station; maintains recycling for Styrofoam, construction and demolition waste, textiles, mattresses, electronics, fluorescent bulbs, rechargeable batteries; and continues to promote, grow, and improve the kitchen scrap drop-off composting program. Keeping all of these items out of the waste stream is environmentally responsible and in some cases a matter of protecting public health and safety.

### **Cost saving efforts of the SRC**

SRC works to reduce the weight of solid municipal waste hauled from Sherborn to the incinerator, thereby reducing the costs of both transport and incineration.

Materials that are diverted from the waste stream save Sherborn tax dollars. In 2018, approximately 725 tons of materials were removed from Sherborn's annual waste stream through dedicated recycling, and this tonnage is in addition to the materials removed from the waste stream through the Swap Shop and the food waste collection program.

On an annual basis, comprehensive recycling efforts reduced expenses to the town as the disposal of municipal solid waste costs the town approximately \$68. /ton, and all forms of recycling cost the town significantly less for disposal.

Some recyclables such as textiles and scrap metal can, and usually do, offer a market-based rebate after hauling.

## Composting saves money

Kitchen waste composting reduces the weight of a typical Sherborn household's trash by at least 25%. Diverting compostables from the trash stream results in a major cost savings to the town, either through backyard composting (which costs the town nothing for disposal as home composting reduces the wet weight of trash hauled to the incinerator) or kitchen waste drop-off at the Transfer Station (which on a per ton basis, costs the town one-third less than the price of disposing of municipal solid waste.)

In addition, composting kitchen waste produces an environmentally useful recycled material.

The Sherborn Recycling Committee will provide any Sherborn household that composts a free counter-top compost container, and, if desired, a 5-gallon bucket and lid for transporting household compostables to the Transfer Station. These free compost containers (and compostable bag liners for the counter-top containers) are available to town residents at the Transfer Station.

The Committee has had continued success applying for and receiving MA DEP incentive grants. During 2018, the state funded mattress recycling program paid for the cost of recycling each mattress. (The program terminated at the end of January 2019; residents are now responsible for mattress disposal costs, according to the previously posted fee schedule.)

Respectfully submitted,

Wendy Mechaber  
Charles Tyler, Co-Chairs

# FINANCIAL

## Capital Budget Committee

Erik Sirri (Chair), Maria Kadison, Jeff Waldron

**Introduction and context** - The duties of the Capital Budget Committee are articulated in Chapter 6 of the Sherborn's General By-laws. The Committee, appointed by the Town Moderator, "...shall consider all matters relating to proposed expenditures of money for capital improvements and may make recommendations to the Town and all Town Boards, Officers and Committees with reference to such expenditures." The By-laws go on to define a capital improvement as "...a physical betterment or item of equipment having a useful life, of at least five years, and a cost of ten thousand dollars (\$10,000.00) or more."

Our charge is to evaluate each request that meets this criteria for its individual merit, regardless of its source of funding. The Committee considers capital items, as defined in the By-laws, regardless of whether they are to be funded with exempt debt, non-exempt debt, operating funds, or free cash. In addition, the Committee does not rank individual requests against each other, against other noncapital funding requests, or in the context of Town priorities in any given year. We provide the Sherborn Advisory Committee with an evaluation on the individual merit of each request based on the criteria below.

Each request must meet at least one of the following criteria:

- Corrects a threat to health and safety
- Improves the asset to avoid costly repair
- Replaces an asset to maintain service levels
- Enables an asset to meet a legal requirement
- Improves productivity, efficiency or service levels significantly
- Addresses an overburdened situation

It is important to note that, in any given year, the Town can choose to defer needed capital expenditures. However, the needs that those expenditures address do not then disappear, and in some cases, a delay can result in additional operating costs and higher capital costs in the future.

The Capital Budget Committee takes a long-term view of the Town's needs to maintain and enhance infrastructure and to smooth capital expenditures over time. We encourage all capital requesters to develop 5- and 10-year capital plans in a consistent and measurable framework. Also, because Pine Hill, the Regional Schools, and Town Buildings have obtained capital needs assessment reports from an outside consultant, these capital needs are well documented and foreseeable. The Committee encourages these entities to update their reports approximately every five years.

**Process** - As part of our process, we ask capital project sponsors to justify their request with a thorough explanation within the context of the criteria above and to provide detailed background materials, photos, and engineering plans. We require three quotes for anything costing between \$10,000 and \$50,000 or, for items costing more than \$50,000, there needs to be an official bid process. The only exceptions are if the capital purchase will be procured through the state contract system or another approved bulk purchasing process. Whenever possible, we like to see qualified third-party evaluations and recommendations regarding remaining useful life and expected replacement time. Finally, all sponsors must meet with the Committee to present their case.

As further protection of the taxpayers, all expenditures approved by Town Meeting are supervised by the Town Administrator in his/her role as Chief Procurement Officer.

**Overview of FY2019 capital requests** - The major capital requests in FY2019 included requests from the Fire Department, the Regional Schools, and Town Buildings. The Fire Department request was to replace two engines: Engine 6, a 32-year old pumper truck (\$450,000), and Engine 2, a 28-year old hose truck (\$650,000). These trucks are both well past their useful life, and neither meets current safety codes for fire trucks, putting Town personnel at risk. Additionally, their replacement is necessary for the Town to maintain its current ISO rating, which affects the property insurance rates paid by residents.

The Regional Schools asked for \$510,000 for a variety of items detailed below, of which, Sherborn's share would be \$221,289. The costliest of these projects is the paving around the administration building. The paving would be coordinated with the Dover Highway Department's paving projects, saving the Region money, and the cost of the work will be at the State approved the paving contract at \$250 per sq. ft.

Town Buildings requested \$330,000 to address a host of capital issues that have been delayed from previous years. As residents will recall, in 2017, the Town commissioned an engineering study for the major Town buildings which created multi-decade capital and maintenance plans. The maintenance of Town buildings has been historically underfunded, and significant repairs and catch-up maintenance are needed. The expenditures are to fund work on the CM&D facility, Fire Stations 1 and 2, the Police Station, Town Hall, and the exterior work on the municipal campus.

CM&D requested \$364,700, of which \$231,100 is for a new street sweeper that requires replacement. Notable is the request for \$35,000 for modifications to an F550 truck. In FY18, the Town approved \$75,000 toward the purchase of a new F550 truck. The truck was not built (and the monies not spent) in FY18. The incremental \$35,000 is to allow the truck to be built with an enhanced equipment package that will allow the single new F550 truck to serve as a replacement for two other CM&D vehicles. The remainder of the capital request is for replacement truck and portable radios, which will allow CM&D to communicate more effectively, including with the Police and Fire Departments.

Other requests included: \$162,938 for the Police Department, of which \$60,000 is for a scheduled cruiser replacement, with the remainder going toward updated radios, computer, Tasers, and emergency response equipment; \$25,000 for new replacement docks at Farm Pond, and \$126,500 for various improvements to Pine Hill School, which are detailed below.

If alternative sources of funding, such as grants, matching funds from the state, unused and previously authorized capital funds, are available, they are discussed below in the description of the specific capital item. *Before funding from alternative sources*, the FY2019 capital requests total **\$2,280,427**. The requests, net of funding from alternative sources, could be funded by any combination of exempt debt, non-exempt debt, operating funds, or free cash as determined by the Advisory Committee and the Board of Selectmen.

## **Capital Items in Article 10.**

### **1. Farm Pond Docks**

The current docks used for swimming and recreational activities in Farm Pond were installed in 1993, and they have deteriorated to the point that replacement is needed. The Town Administrator solicited three firm quotes for dock replacement, including several different materials. The total estimated cost of replacement was \$100,000, which would be funded by \$50,000 from the Farm Pond Revolving Fund, \$25,000 from the Recreation Revolving Fund, and \$25,000 from the Town's Capital Budget.

**We recommended favorable action for a total cost up to \$25,000.**

### **2. Fire Department**

**2.a Urban Interface Pumper** (*Replacement for Engine 6*). The current Engine 6 is a 1986 International fire truck that is well beyond its useful life of 25 years and does not comply with current safety standards for such vehicles. Additionally, Engine 6 failed its pump test in 2017. Repairs were made to address the test deficiencies, but they are not expected to be long-lasting. Degraded firefighting equipment can negatively impact ISO ratings for Sherborn and may cause property and casualty insurance rates to rise. The Fire Department created high-level specifications for a replacement pumper truck, and they received four preliminary quotes, which provide the basis for the cost estimate.

**We recommended favorable action for a total cost up to \$450,000.**

**2.b Hose Tender / Water Supply Pumper** (*Replacement for Engine 2*). The current Engine 2 is a 1990 Mack 3D fire truck that is beyond its useful life of 25 years and does not comply with current safety standards for such vehicles. Engine 2 also failed its pump test in 2017. Repairs were made to address the test deficiencies, but they are not expected to be long-lasting. Degraded firefighting equipment can negatively impact ISO ratings for Sherborn and may cause property and casualty insurance rates to rise. The Fire Department created high-level specifications for a replacement hose tender truck, and they received four preliminary quotes, which provide the basis for the cost estimate.

**We recommended favorable action for a total cost up to \$600,000.**

### **3. Community Maintenance and Development**

**3.a Elgin Pelican Street Sweeper.** The current street sweeper is a 2007 Elgin Pelican model that needs to be replaced due to its age and excessive repair and maintenance costs. From 2015 to 2017, repair costs totaled \$32,184, and the frequency and severity of repairs have been escalating. Furthermore, new state-mandated street-sweeping requirements dictate a significantly higher frequency of sweeping and more rigorous handling and disposal of collected materials. For all of these reasons, the current sweeper needs to be replaced, and a specific quote has been solicited.

**We recommended favorable action for a total cost up to \$231,100.**

**3.b Modifications to F550 Truck from FY18 Budget.** In FY18, the Town approved \$75,000 to replace a 2005 Ford F450 due to wear, exposure to elements, and expensive repair costs. The approved replacement was a 2017 Ford F550 with a dump body, ten-foot reversible snowplow, sander, and safety lighting. However, delays at Ford in producing the vehicle have resulted in it not yet being procured. Concurrently, it was determined that the existing chipper truck

used to tow the chipper and hold tree waste needed to be replaced due to age and increased maintenance costs. An alternative has been identified to procure a “hook-lift” body for the F550 that was approved last year. This system improves versatility by allowing the bed/body of the truck to be changed out. The request for FY19 is to fund the additional cost of the “hook lift” system, which ultimately saves money by reducing the number of trucks in the CM&D fleet by one, and providing a single, multi-purpose truck that can be used year-round.

**We recommended favorable action for a total cost up to \$35,000.**

**3.c Radio Communications System.** CM&D currently operates with an antiquated lower-frequency, analog radio communications system that is not compatible with the systems used by the Police and Fire Departments. Both the Police and Fire Department systems have repeaters broadcasting from the Town’s two cell towers. Previously, CM&D used an antenna at the Town Garage, but it was removed and not re-installed on the new building. Additionally, the CM&D radio system is over ten years old. Not having an integrated system across all three public service departments results in difficulty coordinating joint responses to emergency situations. The recommended new system from Motorola provides for new repeaters for CM&D at both cell towers, command centers at the Police Station and the Town Garage, new radios installed in each CM&D vehicle, and held-held radios for use when employees are working outside the vehicles and/or for communicating with subcontractors such as independent snowplow operators.

**We recommended favorable action for a total cost up to \$98,600.**

#### **4. Police Department**

**4.a Motorola APX 4000 Portable Radios.** The Police Department portable radios have exceeded their life expectancy. Maintenance costs are rising and totaled \$2,000 during 2017. A quotation has been received for the purchase of fifteen replacement Motorola radios over the next two years, with seven to be replaced in FY19 and the remaining eight in FY20.

**We recommended favorable action for a total cost up to \$40,000 over two years.**

**4.b Axon (formerly Taser) X26P Electronic Control Devices.** The current Police Department Taser devices are outdated and no longer manufactured or supported by the manufacturer. A quotation for a five-year capital lease of fourteen Taser devices and associated equipment was found to be more economical than an outright purchase due to incentives, including test cartridges and maintenance, offered by the manufacturer, Axon.

**We recommended favorable action for a total cost up to \$26,000 over five years.**

**4.c Dell OptiPlex 3050 Desktop Computers.** The Police Department personal computers are about 10 years old and were scheduled to be replaced over the next several years. However, the computer-aided dispatch system vendor has advised that the latest version of their software will not run on the existing Windows 7 operating system, which is no longer supported by Microsoft. Thus, a quotation from a government vendor on the State bid list was obtained for eleven new computers, including anti-virus and data backup software for information storage that is shared with the Fire Department. Purchases will be over two years.

**We recommended favorable action for a total cost up to \$14,920 over two years.**

**4.d Officer Emergency Response Equipment.** The Police Department has identified a need for critical emergency response equipment to handle potential occurrences that have become more pronounced nationwide, including protest demonstrations and active shooter situations. One such event occurred in 2017 when the Police Department responded to support the Framingham Police in an active shooter situation. They are requesting funding for four riot shields, fifteen riot helmets with face shields, two ballistic resistant body shields, fifteen active shooter response kits, and five “less lethal” shotguns with associated accessories.

**We recommended favorable action for a total cost up to \$22,018.**

**4.e Police Cruiser Scheduled Replacement.** The Police Department is requesting funding for replacement of the Lieutenant’s vehicle per the multi-year schedule. The current Vehicle is a 2010 Ford Expedition, which has begun experiencing maintenance issues. It is used for patrol purposes as well as other duties of the Lieutenant such as large truck inspections and weighing. (it must be sized to carry special scales used for this function). The recommended purchase is a 2018 Chevrolet Tahoe Police Patrol Vehicle (PPV) for \$40,000 plus approximately \$20,000 of related equipment including radio, lighting systems, and a truck scales vault.

**We recommended favorable action for a total cost up to \$60,000.**

#### **5. Town Buildings and Properties**

**5.a CM&D Facility (\$26,000).** Improvements to the CM&D Building include \$11,000 for office ventilation and building envelope modifications, and \$15,000 for a structural assessment and upgrades to the salt storage shed.

**5.b Firehouse 1 (\$70,000).** Projects for Firehouse 1 include a kitchen replacement for \$25,000, HVAC controls system and well upgrades for \$10,000, paving the rear lot and improving storm drains for \$10,000, and exterior trim replacement and painting for \$25,000.

**5.c Firehouse 2 (\$17,000).** Projects for Firehouse 2 include miscellaneous repair and painting projects, as well as an update of the electrical wiring and completion of improvements to the heating and air circulation systems, adding up to \$17,000.

**5.d Town Campus (\$85,000).** Projects include paving parking areas around Town Hall not included in the Library project for \$25,000, exterior lighting upgrades for \$10,000, well piping and removal of an old storage tank/bunker for \$25,000, and provisions for additional work associated with the standby generator system shared with the Library and site work for \$25,000.

**5.e Police Station (\$70,000).** Plans call for replacement of the gutters and storm drains for \$35,000 (roof is being replaced now), brick repointing and sealing for \$20,000, and installation of guardrails and protective barriers for \$15,000.

**5.f Town Hall (\$62,000).** Town Hall work encompasses upgraded HVAC control systems for \$15,000, attic insulation and remediation due to bat infestation for \$12,000, and roofing repairs and upgrades for \$35,000.

**We recommended favorable action for a total cost up to \$330,000 for the above Town Buildings.**

## **6. Pine Hill School**

The capital request by Pine Hill School totals \$126,500 for four items. First, PHS requests \$11,000 to replace a walk-in refrigerator box that has passed its useful life. Leaks and cracks have created a safety hazard and bacteria growth. This purchase would be coordinated with the same purchase at the Region and Chickering. Second, PHS requests \$35,000 for the repair of concrete walkways that pose a safety hazard. The last repair was done in 2014 and is already cracked and dangerous. This more extensive repair removes the underlying trip hazards and is expected to last many more years. Third, PHS requests \$55,000 to replace the hallway floors with 20 mil vinyl planking. The original floor was installed in 1998 and is a tripping hazard due to cracks. Overlaying (rather than replacing) the floor is not feasible because of the current floor's age. Finally, PHS requests \$25,500 to replace the cafeteria floors with the same vinyl plank as the hallways. The existing cafeteria floor, however, must be "encapsulated" with an overlay due to the presence of asbestos. The new floors at each location would have a 10-year warranty, and the materials and installation for both will go through the state bid process.

**We recommended favorable action on this item for a cost to Sherborn of \$126,500.**

## **Capital Items in Article 11**

### **Regional Schools**

The Regional School District is asking Sherborn to provide \$221,289, which is its 43.39% share of the Region's total capital request of \$510,000 for building maintenance, exterior repairs, equipment, and technology. The Region's request includes:

- Asphalt paving (\$170,000). The area includes the middle school front drop-off road, circle road, and the Administration Building parking area (approx. 67,500 sq. ft. in total.) Paving has not been done in these areas since 2004. The Region will coordinate the project start date with the Dover Highway Department's 2018 paving projects and will use the State approved paving contract at \$250 per sq. ft. Costs include scarifying and resurfacing these areas.
- Fire Detection Field Sensors (\$50,000). This will replace all of the original (2004) campus fire alarm system field sensors. The old sensors are dirty and are triggering false alarms with the new fire panel component upgrades. New field sensors will complete the Region's fire alarm system upgrade.
- Kubota Tractor (\$45,000). This new, multi-use tractor will replace the current 12-year-old, high hour (runtime) Kubota tractor. The tractor accessories will include a backhoe, load bucket, snowplow, and snow blower which will help the Region to save money by not hiring as many outside contractors. The cost is net of a trade-in valued at \$2,500. The purchase will come off the state bid list.
- Dell Unity Flash Storage (\$45,000). Existing storage is at the end of useful life at six years. Dell's Unity product is a mass Flash storage array that has replaced the traditional hard drive arrays. This will house all of the Region's virtual environment as well as critical data and give the Region the ability to restore from backups in a matter of minutes. Cloud storage as an alternative is not feasible because of its dependence on 100% uptime Internet access.
- Floors – Lindquist and Cafeteria (\$60,000). The front hall in Lindquist was replaced last summer. This project will replace flooring in the back hall and cafeteria. The Region will use the same durable, high-wear, 20 mil vinyl floor planks that Pine Hill School will use. This is part of ongoing and scheduled replacement of flooring materials and can be sourced from the state bid list.
- Courtyard roof (\$35,000). The high school courtyard has two 1800 sq. ft. canopy roofs. There is an active leak on one of the roofs, and water penetration is damaging the finished ceiling below. The original, 1968 tar and gravel surface was roofed over in 1989 with a ballasted (stone) EPDM (rubber) roof. The \$35,000 represents the mid-point of the three bids received. Roofing is not on the state bid list.

- Locker Room Floor (\$25,000). The existing floor in the high school boys' locker room needs extensive repair work to continue annual cleaning and repainting. The Region will either overlay or tear up depending on the extent of the requirements and install interlocking rubber tiles.
- Walk-in Freezer and Refrigeration (\$25,000). There are two units in the Region. Both need their boxes to be replaced, and one of the floors will be "reskinned." The other floor was reskinned in previous years. One of the condensers needs to be replaced, while the second condenser was replaced on an emergency basis in FY16. Both are past their useful lives and were scheduled for repair or replacement in the Onsite-Insight report.
- Concrete Replacement (\$20,000). The high school Health Office entrance and exterior experiences significant flooding because of poor grading and drainage. This work will remove and replace all concrete sections outside of the entrance. The new concrete will be re-graded to disperse rainwater away from the entranceway doors (2). The repairs are part of regular maintenance work as cited in the Onsite plan
- Air Conditioning for Computer Labs and the SPED Office (\$20,000). The new SPED office space and Computer Lab are located in a space that was not originally designed as office space. The outside wall is all glass, and the space becomes extremely hot, especially with the heavy computer equipment use. Currently, the ventilation is tied into the Library RTU-3 and overloads the system during hot days. This purchase will install a self-contained A/C Ductless Unit and will eliminate the overtaxing of the Library system and improve cooling of the space.
- Exhaust/Ventilation (\$15,000). This request is for one phase of the 96 units that will be replaced in phases. It includes exhaust/ventilation fans and motors for the high school and middle school. In the past, the Region decided to purchase replacement stock so that repairs and replacements could be done in-house rather than having to hire a mechanical HVAC contractor both to provide the fans and do the replacement work. This project is a continuation of that plan.

**We recommended favorable action on all these items for a total cost to Sherborn of \$221,289.**

**TOWN OF SHERBORN**  
**COMBINED BALANCE SHEET**

All Fund Types and Account Group

June 30, 2018

	Governmental Fund Types				Fiduciary Fund Types		Account Group	Totals
	<u>General</u>	<u>Special Revenue</u>	<u>CH90 Projects</u>	<u>Capital Projects</u>	<u>Trust Funds</u>	<u>Agency</u>	General Long-Term Debt	(Memorandum Only)
<b><u>ASSETS</u></b>								
Cash and cash equivalents	4,992,945	2,364,312	41,839	2,487,803	4,921,568			14,808,467
Petty Cash	1,025							1,025
FSA Deposit	630							630
Receivables:								-
Personal Property (Current year)	470							470
Personal Property (Previous years)	-							-
Real Estate (Current year)	207,377							207,377
Real Estate (Previous years)								-
Allowance for Abatement/Exemptions	(280,147)							(280,147)
Rollback Taxes CH60								-
Tax Liens	141,253							141,253
Tax Foreclosures	273,823							273,823
Deferred RE Tax A/R	204,960							204,960
Motor Vehicle Excise (Current year)	46,147							46,147
Motor Vehicle Excise (Previous years)	9,522							9,522
Boat Excise (Current year)								-
Boat Excise (Previous years)								-
Departmental Receivable	98,889	15,191	(240,716)					(126,636)
Due from Comm MA								-
Prepaid Expenses								-
Amounts to be Provided-Notes Payable								-
Amounts to be Provided-Bonds							10,336,842	10,336,842
of General Long-Term Debt								-
Total Assets	5,696,894	\$ 2,379,503	\$ (198,877)	\$ 2,487,803	\$ 4,921,568	\$ -	\$ 10,336,842	\$ 25,623,733

**TOWN OF SHERBORN  
COMBINED BALANCE SHEET**

All Fund Types and Account Group

June 30, 2018

	Governmental Fund Types				Fiduciary Fund Types		Account Group	Totals
	General	Special Revenue	CH90 Projects	Capital Projects	Trust Funds	Agency	General Long-Term Debt	(Memorandum Only)
<b><u>LIABILITIES AND FUND EQUITY</u></b>								
<b><u>Liabilities:</u></b>								
Warrants payable								
Insurance Withholdings Payable	80,392							80,392
Uncashed Tailings	3,176							3,176
Bid Deposits Held	-							-
Notes Payable								-
Accrued Expenses								-
Deferred Revenue - Real & Pers Property	147,718							147,718
Deferred Revenue - Tax Liens	75,280							75,280
Deferred Revenus - Tax Foreclosure	273,824							273,824
Deferred Revenue - Motor Vehicle Excise	54,759							54,759
Deferred Revenue-Dept Receivable Amb		15,192						15,192
Deferred Revenue - Commonwelath of MA	14,695		(240,716)					(226,021)
Bonds Payable							10,336,842	10,336,842
Bond Anticipation Notes Payable				85,000				85,000
Other Liabilities	4,158							4,158
<b>Total Liabilities</b>	<b>654,002</b>	<b>15,192</b>	<b>(240,716)</b>	<b>85,000</b>	<b>-</b>	<b>-</b>	<b>10,336,842</b>	<b>10,850,320</b>
<b><u>Fund Equity:</u></b>								
<b>Fund Balances:</b>								
Reserve for Continuing Appropriations	1,478,915	2,239,285	41,839					3,760,039
Reserved for Encumbrances	480,014	125,026		2,402,803	4,921,568			7,929,411
Reserved for Endowment								-
Reserved for Expenditures								-
Reserved for Petty Cash	1,025							1,025
Reserve for Excluded Debt	264,610							264,610
Reserve for Amortized Premium	14,222							14,222
Reserved for Perpetual Care Fund								-
Reserved for Tax Titles	3,497							3,497
Unreserved/Undesignated	2,800,609							2,800,609
<b>Total Fund Equity</b>	<b>5,042,892</b>	<b>2,364,311</b>	<b>41,839</b>	<b>2,402,803</b>	<b>4,921,568</b>	<b>-</b>	<b>-</b>	<b>14,773,413</b>
<b>Total Liabilities and Fund Equity</b>	<b>5,696,894</b>	<b>2,379,503</b>	<b>(198,877)</b>	<b>2,487,803</b>	<b>4,921,568</b>	<b>-</b>	<b>10,336,842</b>	<b>25,623,733</b>



**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT  
TOWN OF SHERBORN  
General Fund Revenue  
Year ended June 30, 2018**

	<b>FY 2018 Recap Budget</b>	<b>Actual Revenue</b>	<b>Revenue +/- Budget</b>
<b><u>TAXES</u></b>			
<b><u>PERSONAL PROPERTY TAX</u></b>			
2017 Personal Property Tax		810	
2018 Personal Property Tax	558,417	558,517	
<b><u>SUBTOTAL PERSONAL PROPERTY TAX</u></b>	<b>558,417</b>	<b>559,327</b>	<b>910</b>
<b><u>REAL ESTATE TAX</u></b>			
Tax Liens Rdeemed		21,755	
2017 Real Estate Tax		109,191	
2018 Real Estate Tax	23,538,552	23,156,763	
<b><u>SUBTOTAL REAL ESTATE TAX</u></b>	<b>23,538,552</b>	<b>23,287,709</b>	<b>(250,843)</b>
<b><u>MOTOR VEHICLE EXCISE TAX</u></b>			
2015 Motor Vehicle Excise		(253)	
2016 Motor Vehicle Excise		2,430	
2017 Motor Vehicle Excise		104,110	
2018 Motor Vehicle Excise	762,200	771,223	
<b><u>SUBTOTAL MOTOR VEHICLE EXCISE TAX</u></b>	<b>762,200</b>	<b>877,510</b>	<b>115,310</b>
<b><u>OTHER EXCISE TAX</u></b>			
Meals Tax	28,100	29,011	
Room Occupancy	493		
Boat Excise 2018	309	321	
<b><u>SUBTOTAL OTHER EXCISE TAX</u></b>	<b>28,902</b>	<b>29,332</b>	<b>430</b>
<b><u>PENALTIES &amp; INTEREST</u></b>			
Penalties & Interest	47,200	17,973	
FED Pilot			
Deferred Tax Penalties & Interest	206	48	
<b><u>SUBTOTAL PENALTIES &amp; INTEREST</u></b>	<b>47,406</b>	<b>18,021</b>	<b>(29,385)</b>
<b><u>CHARGES FOR SERVICES</u></b>			
Service Charges: Municipal Lien Certificates			
Service Charges: Tax Agencies			
Service Charges: Police Off Duty Administration			
Service Charges: Police Report			
Service Charges: Fire Off Duty Administration			
Service Charges: Vet Marker Base			
<b><u>TOTAL CHARGES FOR SERVICES</u></b>		<b>-</b>	<b>-</b>
<b><u>DEPARTMENTAL REVENUE</u></b>			
Library Fines		2,555	
Cemetery Burial Fees	3,090	5,400	
Selectmen Sale of Publications		760	
Other Departmental Revenue	1,200	18,266	
<b><u>TOTAL DEPARTMENTAL REVENUE</u></b>	<b>4,290</b>	<b>26,981</b>	<b>22,691</b>

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT  
TOWN OF SHERBORN  
General Fund Revenue  
Year ended June 30, 2018**

	<b>FY 2018 Recap Budget</b>	<b>Actual Revenue</b>	<b>Revenue +/- Budget</b>
<b><u>FEE REVENUE</u></b>			
Fees: Town Services		31,733	
Fees: Treasurer			
Fees: Deputy Collector			
Fees: Collector		23,402	
Fees: Town Clerk		3,225	
Fees: Conservation Hearings		13,841	
Fees: PB Hearings		22,655	
Fees: Zoning Board of Appeals		2,175	
Fees: Towing		10,690	
Fees: Police		32,749	
Fees: Recycle Books			
Fees: Board of Health		56,880	
<b><u>TOTAL FEE REVENUE</u></b>	<b>200,000</b>	<b>56,880</b>	<b>(143,120)</b>
<b><u>RENTAL REVENUE</u></b>			
Rentals		81,482	
Affordable Housing - Ground Lease		758	
<b><u>TOTAL RENTAL REVENUE</u></b>	<b>75,000</b>	<b>82,240</b>	<b>7,240</b>
<b><u>LICENSE &amp; PERMIT REVENUE</u></b>			
Alcoholic Beverage License		65,030	
Cablevision Franchise Fee			
Firearms License		1,112	
Stable License		560	
Victular Licenses		200	
Other Permits			
Fire Permits		4,625	
Smoke Detector Insp		13,363	
Building Permits		130,545	
Gas Permits		5,385	
Plumbing Permits		9,500	
Wiring Permits		21,175	
<b><u>TOTAL LICENSE &amp; PERMIT REVENUE</u></b>	<b>270,127</b>	<b>251,495</b>	<b>(18,632)</b>
<b><u>FINES &amp; FORFEIT REVENUE</u></b>			
Fines: Town Clerk			
Fines: Selectmen			
Fines: Parking Fines			
Registry Clearing Fee			
Dog License Fees & Penalties		18,550	
Motor Vehicle Civil Court Fine			
Court Fines			
Motor Vehicle Fines			
<b><u>TOTAL FINES &amp; FORFEIT REVENUE</u></b>		<b>18,550</b>	<b>18,550</b>
<b><u>INVESTMENT INCOME</u></b>			
Earnings on Investments	10,300	78,848	
<b><u>TOTAL INVESTMENT INCOME</u></b>	<b>10,300</b>	<b>78,848</b>	<b>68,548</b>
<b><u>MISCELLANEOUS RECURRING</u></b>			
Roll Back Taxes			
Tax Liens			
<b><u>TOTAL MISCELLANEOUS RECURRING</u></b>		<b>-</b>	<b>-</b>

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT  
TOWN OF SHERBORN  
General Fund Revenue  
Year ended June 30, 2018**

	<b>FY 2018 Recap Budget</b>	<b>Actual Revenue</b>	<b>Revenue +/- Budget</b>
<b><u>MISCELLANEOUS NON-RECURRING</u></b>			
Sale of Inventory			
Tax Liens	-		
Misc: Treasurer			
Misc: Fire Department			
Miscellaneous Departments		167,612	
<b><u>TOTAL MISCELLANEOUS NON-RECURRING</u></b>	<b>-</b>	<b>167,612</b>	<b>167,612</b>
<b><u>STATE LOCAL AID</u></b>			
Abatements to Elderly			
State Owned Land		12,097	
Unrestricted General Government Aid		216,392	
Chapter 70		673,120	
Veterans		15,433	
<b><u>TOTAL STATE LOCAL AID</u></b>	<b>895,762</b>	<b>917,042</b>	<b>21,280</b>
<b><u>STATE SCHOOL CONSTRUCTION</u></b>			
Massachusetts School Building Authority Grant		293,478	
<b><u>TOTAL STATE SCHOOL CONSTRUCTION</u></b>	<b>293,478</b>	<b>293,478</b>	<b>-</b>
Transfer from Special Revenue Funds		71,326	
Transfer from Trust Funds		53,902	
<b><u>INTERGOVERNMENTAL TRANSFERS</u></b>		<b>125,228</b>	<b>125,228</b>
<b><u>GRAND TOTAL</u></b>	<b>26,684,434</b>	<b>26,790,253</b>	<b>105,819</b>

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT  
TOWN OF SHERBORN  
General Fund Expenditures**

	<b>BUDGET Including Transfers</b>	<b>BUDGET Encumbrances Carried Forward</b>	<b>Expended 6/30/2018</b>	<b>Encumbered 6/30/2018</b>	<b>Unencumbered 06/30/18</b>
<b>GENERAL GOVERNMENT (100)</b>					
122 Selectmen - Salaries	253,566		251,422		2,144
122 Selectmen - Expenditures	104,400		106,544		(2,144)
131 Advisory Committee-Salaries	483				483
131 Advisory Committee - Expenses	4,329		4,811		(482)
135 Town Accountant - Salaries	178,694		188,702		(10,008)
135 Town Accountant - Expenses	98,074		88,066		10,008
141 Assessors - Salaries	112,037		97,338		14,699
141 Assessors - Expenses	14,070		14,080		(10)
145 Treasurer - Salaries	54,203		46,739		7,464
145 Treasurer - Expenses	19,113		26,577		(7,464)
146 Tax Collector - Salaries	107,944		107,892		52
146 Tax Collector - Expenses	19,384		19,217		167
151 Legal Counsel - Expenses	144,416		144,416		-
161 Town Clerk - Salaries	113,657		114,029		(372)
161 Town Clerk - Expenses	6,215		5,082	581	553
162 Election & Registration - Salaries	16,315		7,114		9,201
162 Election & Registration - Expenses	21,170		20,311	511	349
171 Conservation - Salaries	48,589		45,155		3,434
171 Conservation - Expenses	9,143		10,139		(996)
175 Planning Board - Salaries	46,260		44,586		1,674
175 Planning Board - Expenses	11,936		1,563	7,000	3,373
192 Town Buildings - Expenses	307,571		307,571		-
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,691,569</b>	<b>-</b>	<b>1,651,354</b>	<b>8,091</b>	<b>32,124</b>
<b>PUBLIC SAFETY (200)</b>					
210 Police - Salaries	1,704,023		1,703,406		617
210 Police - Expenses	126,955		126,237		718
210 Police - Cruisers	-		-		-
220 Fire / Rescue - Salaries	245,112		234,732		10,380
220 Fire / Rescue - Expenses	78,666		88,234	50	(9,618)
241 Building Inspectors - Salaries	86,820		76,081		10,739
241 Building Inspectors - Expenses	3,863		2,602		1,261
<b>TOTAL PUBLIC SAFETY</b>	<b>2,245,439</b>	<b>-</b>	<b>2,231,292</b>	<b>50</b>	<b>14,097</b>
<b>EDUCATION (300)</b>					
301 Dover-Sherborn Regional	9,358,457		9,245,753		112,704
302 Tri-County Reg. Vocational	1,300		1,291		9
303 Sherborn School - Expenses	7,387,935		6,872,700	469,174	46,061
316 Norfolk County Agricultural					-
317 Minuteman Regional High School					-
<b>TOTAL EDUCATION</b>	<b>16,747,692</b>	<b>-</b>	<b>16,119,744</b>	<b>469,174</b>	<b>158,774</b>
<b>PUBLIC WORKS (400)</b>					
401 Community Maint. & Devel. - Salaries	640,613		665,209		(24,596)
401 Community Maint. & Devel. - Expenses	714,166		688,545	1,024	24,597
430 Transfer Station - Expenses	264,991		264,991		-
433 Recycling - Expenses	3,230		2,745		485
491 Cemeteries - Expenses	63,000		63,000		-
<b>TOTAL PUBLIC WORKS</b>	<b>1,686,000</b>	<b>-</b>	<b>1,684,490</b>	<b>1,024</b>	<b>486</b>

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT  
TOWN OF SHERBORN  
General Fund Expenditures**

	<b>BUDGET Including Transfers</b>	<b>BUDGET Encumbrances Carried Forward</b>	<b>Expended 6/30/2018</b>	<b>Encumbered 6/30/2018</b>	<b>Unencumbered 06/30/18</b>
<b>HUMAN SERVICES (500)</b>					-
512 Board of Health - Salaries	106,923		104,184		2,739
512 Board of Health - Expenses	17,380		18,379		(999)
541 Council on Aging - Salaries	114,524		116,597		(2,073)
541 Council on Aging - Expenses	29,250		24,730	223	4,297
543 Veterans Services - Expenses	11,333		11,333		-
545 Elderly Housing - Expenses					-
<b>TOTAL HUMAN SERVICES</b>	<b>279,410</b>	<b>-</b>	<b>275,223</b>	<b>223</b>	<b>3,964</b>
					-
<b>CULTURE &amp; RECREATION (600)</b>					-
610 Library - Salaries	291,212		291,211		1
610 Library - Expenses	134,977		134,302	675	-
635 Farm Pond - Salaries					-
635 Farm Pond - Expenses					-
650 Recreation - Expenses	15,350		15,350		-
691 Historical Commission - Expenses	870		62	777	31
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>442,409</b>	<b>-</b>	<b>440,925</b>	<b>1,452</b>	<b>32</b>
					-
<b>DEBT RETIREMENT</b>					-
710 Debt Retirement	1,566,467		1,363,759		202,708
<b>TOTAL DEBT RETIREMENT</b>	<b>1,566,467</b>	<b>-</b>	<b>1,363,759</b>	<b>-</b>	<b>202,708</b>
					-
<b>STATE ASSESSMENT</b>					-
820 State Assessment	71,383		71,383		-
<b>TOTAL STATE ASSESSMENT</b>	<b>71,383</b>	<b>-</b>	<b>71,383</b>	<b>-</b>	<b>-</b>
					-
<b>INSURANCE &amp; EMPLOYEE BENEFITS</b>					-
910 Employee benefits					-
911 Retirement & Pension Contribution	2,726,613		2,726,613		-
919 General Insurance	246,705		246,705		-
<b>TOTAL INSURANCE &amp; EMPLOYEE BENEFITS</b>	<b>2,973,318</b>	<b>-</b>	<b>2,973,318</b>	<b>-</b>	<b>-</b>
					-
<b>RESERVE FUND</b>					-
990 Reserve Fund	263,763		-		263,763
<b>TOTAL RESERVE FUND</b>	<b>263,763</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>263,763</b>
					-
<b>INTERGOVERNMENTAL TRANSFERS</b>					-
999					-
<b>TOTAL INTERGOVERNMENTAL TRANSFERS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
					-
<b>GRAND TOTAL</b>	<b>27,967,450</b>	<b>-</b>	<b>26,811,488</b>	<b>480,014</b>	<b>675,948</b>

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT**  
**TOWN OF SHERBORN**  
**Special Revenue Funds**  
**Year ended June 30, 2018**

			Balance	Receipts	Expenditures	Transfers	Projected
			June 30, 2017	6/30/2018	6/30/2018	In/(Out)	Balance
							6/30/2018
286	286031	Selectmen MA Comm Development Bldg Grant - Al	250				250
286	286002	Town Clerk Extnded Voting Hours	1,734	1,418		50	3,202
286	286017	Transfer Station Fence Reimb Grant	7,367				7,367
		Subtotal Other Dept Grants	9,351	1,418	-	50	10,819
		Total State Grants	2,352,060	1,150,244	(413,011)	(2,297,505)	791,788
<b>LOCAL GOVERNMENT GRANTS</b>							
286	286018	Recycling DEP Small Scale Initiative	3,047	3,500	(450)		6,097
286	286020	Council on Aging SBA Grant	261				261
286	286032	Selectmen Farm Pond - SBA Grant	51				51
286	286021	Council on Aging MLRC Local Grant	11				11
286	286033	Police SBA Grant	900				900
286	286035	Elder Housing SBA Grant		600			600
286	286022	Council on Aging MWHF State Grant	6,719		(2,492)		4,227
		Total Local Grants	10,989	4,100	(2,942)	-	12,147
<b>RECEIPTS RESERVED FOR APPROPRIATION</b>							
200	000000	Cemetery Cemetery Enlargement	46,450	14,400			60,850
261	000000	Fire Ambulance	76,514	177,594	(210,289)	65,000	108,819
230	1295	Selectmen Transfer Station	13,618	13,045		(26,663)	-
		Total Receipts Reserved for Appropriation	136,582	205,039	(210,289)	38,337	169,669
<b>REVOLVING FUNDS</b>							
262	000000	Elderly Housing Elderly Housing	427,589	307,260	(282,624)	(15,367)	436,858
264	000000	Selectmen Farm Pond	247,534	109,351	(102,538)		254,347
214	000000	Recreation Parks & Recreation	22,544	152,685	(165,807)		9,422
207	207001	Council on Aging COA Home Delivery Meals	278				278
267	267002	Council on Aging COA Special Events	7,177	6,625	(7,468)		6,334
267	267003	Council on Aging COA Recreation / Social Events	17,212	4,007	(3,035)		18,184
267	267004	Council on Aging COA Transportation Tickets	2,851	4,675	(3,848)		3,678
267	267005	Council on Aging COA Lifetime Learning	25,566	15,264	(15,492)		25,338
226	226001	Selectmen Municipal Waterways Improvement	140				140
228	000000	Conservation Conservation Filing Fees	14,698	2,609			17,307
263	000000	Selectmen Affordable Housing Maintenance (Lelar	4,147	6,175	(9,225)		1,097
238	000000	Planning Board Engineering Fees Ch 44	1,748				1,748
209	209001	Selectmen Insurance Reimbursement	8,630	40,593	(12,300)	7,834	44,757
904	904002	School Student Activity	621			(621)	-
220	000000	School School Lunch Federal	51,346	125,964	(111,477)		65,833
230	000000	School School Pre K Tuition	72,179	171,755	(171,876)		72,058
221	000000	School School Building Rental	83,568	7,199	(25,446)		65,321
231	000000	School Non-resident Tuition	38,453	19,534			57,987
267	267001	Board of Health BOH Immunization Clinic	11,984	2,316	(1,627)		12,673
268	268001	Selectmen Sale of Compost Bins	2,223	174			2,397
268	268002	Selectmen Sale of Firewood	21,750	8,575	(1,702)		28,623
238	000000	Conservation Conservation Peer Review C44 S3G	1,447		(1,447)		-
238	000000	ZBA Peer Review	(8,450)	20,900	(10,086)		2,364
		Total Revolving Funds	1,055,235	1,005,661	(925,998)	(8,154)	1,126,744

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT**  
**TOWN OF SHERBORN**  
**Special Revenue Funds**  
**Year ended June 30, 2018**

			Balance	Receipts	Expenditures	Transfers	Projected
			June 30, 2017	6/30/2018	6/30/2018	In/(Out)	Balance
							6/30/2018
OTHER SPECIAL REVENUE - Gifts							
260	260021	Selectmen Tax Aid Donation	5,309	2,850	(2,250)		5,909
260	260022	Conservation Gift - Conservation Promo Wetlands	586		(363)		223
260	260024	Planning Planning Board Sidewalk Fund	13,938				13,938
260	260025	Police Gifts - Police Communication	314		(314)		-
260	260026	Police Police - Local Drug Law Enforcement	1,261		(1,261)		-
260	260001	Police Gifts - Dare Program	(2,847)			9,500	6,653
260	260002	Police Gifts - Project Lifesaver	345		(345)		-
260	260003	School Sawin Gift - School Support & Maint	564	13,300	(8,819)		5,045
260	260004	School Gift - Pine Hill	10,000		(10,000)		-
904	904001	School Gift - Pine Hill Student Activity	9,861	15,324	(21,343)	621	4,463
260	260005	School Gift - School SPED	920				920
260	260008	Planning Gifts - Tree Planting	1,001	1,000			2,001
260	260009	Cemetery Gifts - Cemetery	9,287	2,000			11,287
260	260010	Council on Aging Gifts - Council on Aging	10,075	3,730	(3,855)		9,950
260	260011	Elder Housing Gifts - Elder Housing	5,300				5,300
260	260012	Elder Housing Gifts - Woodhaven Community Room	90				90
260	260014	Library Saltonstall - Library	2,569	492	(54)		3,007
260	260015	Library Gifts - Library	2,029	318			2,347
260	260017	Conservation Gift - Trail System	2,232				2,232
266	266001	Selectmen Comcast Cable Operations	3,000	665			3,665
260	260013	Elder Housing Gift - Woodhaven Sign	1,350				1,350
260	260027	Conservation Conservation Trust Fund	4,698		(500)		4,198
260	260006	School Gift - Pine Hill Alan T Mudge Memorial	92				92
260	260007	School Gift - School SPED Enrichment	1,430				1,430
260	260028	School Gift-Pine Hill			(217)	3,266	3,049
260	260023	Conservation Gift - Conservation Barber Reservation	800				800
260	260016	Library Gifts Library Construction	2,845,833	918,809	(918,809)	(2,845,833)	-
Total Gift Funds			2,930,037	958,488	(968,130)	(2,832,446)	87,949
OTHER SPECIAL REVENUE							
905	951001	Police Firearms State Share	807	3,288	(3,200)		895
905	951002	Town Clerk State Register Deeds	2,286				2,286
270	270001	Elder Housing Elder Housing Security Deposit	24,849	96			24,945
270	270002	Elder Housing Elder Housing Wait List	1,400	500			1,900
270	270003	Elder Housing Elder Housing Pendants	3,165				3,165
270	270004	Elder Housing Elder Housing Key Deposit	1,500				1,500
Total Other Special Revenue			34,007	3,884	(3,200)	-	34,691
Grand Total Special Revenue Funds			6,524,675	3,504,027	(2,703,599)	(5,099,768)	2,225,335

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT**

**TOWN OF SHERBORN**

**Trust Fund Activity**

**Year ended June 30, 2018**

			<b>Fund</b>		<b>Investment</b>		<b>Audit</b>	<b>Net</b>	
			<b>Balance</b>		<b>Interest</b>	<b>(Net)</b>	<b>Adjustments</b>	<b>Transfers</b>	<b>Balance</b>
			<u><b>June 30, 2017</b></u>	<u><b>Receipts</b></u>	<u><b>Expenditures</b></u>			<u><b>In/(Out)</b></u>	<u><b>June 30, 2018</b></u>
<b>TRUST FUNDS</b>									
850 Cemetery	Perpetual Care	Non-expendable	189,140		-	-	-	-	189,140
<b>TOTAL NON-EXPENDABLE TRUST FUNDS</b>			<b>189,140</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>189,140</b>
860 Finance Committee	Stabilization Fund	Expendable	567,200	50,000	(3,726)				613,474
860 Finance Committee	Stabilization Fund MSB	Expendable	104,544		1,354				105,898
860 Finance Committee	OPEB Liability Trust Fund	Expendable	551,757	200,000	28,732				780,489
860 Finance Committee	State Retirees Benefit Trust Fund	Expendable	349,404		33,285				382,689
860 Schools	SPED Stabilization	Expendable	100,496		(469)				100,027
860 Conservation	Conservation Fund	Expendable	14,799		(70)				14,729
860 Development	Land Acquisiton Fund	Expendable	42,873		(199)				42,674
860 Cemetery	Perpetual Care	Expendable	131,099		(1,491)				129,608
<b>TOTAL EXPENDABLE TRUST FUNDS</b>			<b>1,862,172</b>	<b>250,000</b>	<b>57,416</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,169,588</b>



SHERBORN LIBRARY  
FY 2018 Endowment Report

	Old %age	Invested				FY18 Additions	FY18 Disbursements	Invested				New %age
		7/1/17 Mkt Value	Market Value		Market Value			Unexpendable	Expendable	Unexpendable	Expendable	
		plus FY18 Adds less FY18 spends	7/1/2017	Unexpendable Original Amount	Expendable			6/30/2018	Unexpendable Original Amount	Expendable		
Saltonstall Operating Fund	40.20%	\$1,267,031.26	\$1,308,887.26	\$251,000.00	\$1,057,887.26	\$0.00	\$41,856.00	\$1,369,085.64	\$251,000.00	\$1,118,085.64	53.31%	
Saltonstall Capital Fund	1.45%	\$47,195.45	\$47,195.45	\$0.00	\$47,195.45	\$0.00	\$0.00	\$50,875.30	\$0.00	\$50,875.30	1.98%	
Dowse Memorial Fund	2.78%	\$86,286.96	\$90,526.96	\$47,324.50	\$43,202.46	\$0.00	\$4,240.00	\$93,345.38	\$47,324.50	\$46,020.88	3.63%	
General Endowment Funds:												
Richardson				\$10,000.00					\$10,000.00			
Miscellaneous						\$1,000.00	\$13.88		\$0.00			
Total	1.90%	\$62,977.23	\$61,991.11	\$10,000.00	\$51,991.11	\$1,000.00	\$13.88	\$67,810.70	\$10,000.00	\$57,810.70	2.64%	
Book Endowment Funds:												
Friends' Book Fund				\$9,522.75		\$0.00	\$0.00		\$9,522.75			
Friends Media Fund						\$0.00	\$0.00		\$0.00			
Greenwood Fund						\$0.00	\$0.00		\$0.00			
Babson Book Fund				\$10,000.00		\$0.00	\$76.00		\$10,000.00			
Roberts Modern Fiction Fund						\$0.00	\$0.00		\$0.00			
Total	3.21%	\$104,342.48	\$104,418.48	\$19,522.75	\$84,895.73	\$0.00	\$76.00	\$112,484.02	\$19,522.75	\$92,961.27	4.38%	
Children's Endowment Funds:												
Weezie Fund and Weeks Estate Total	12.83%	\$417,862.67	\$417,862.67	\$130,000.00	\$287,862.67	\$0.00	\$0.00	\$450,443.57	\$130,000.00	\$320,443.57	17.54%	
Pease Saltonstall Maintenance Fund	2.27%	\$73,916.05	\$73,916.05	\$0.00	\$73,916.05	\$0.00	\$0.00	\$79,679.31	\$0.00	\$79,679.31	3.10%	
Landscape Endowment Fund	2.13%	\$69,731.68	\$69,367.68	\$6,250.00	\$63,117.68	\$1,000.00	\$636.00	\$75,140.30	\$6,250.00	\$68,890.30	2.93%	
Saltonstall Renovation Fund	4.48%	\$0.00	\$145,808.94	\$0.00	\$145,808.94	\$0.00	\$145,808.94	\$0.00	\$0.00	\$0.00	0.00%	
Friends Renovation Fund	3.50%	\$70,000.00	\$113,965.39	\$0.00	\$113,965.39	\$20,000.00	\$63,965.39	\$70,000.00	\$0.00	\$70,000.00	2.73%	
Saltonstall Challenge Grant	6.90%	\$0.00	\$224,759.69	\$0.00	\$224,759.69	\$0.00	\$224,759.69	\$0.00	\$0.00	\$0.00	0.00%	
Dudley H & Sally S Willis Renovation Fund	8.65%	\$51,538.45	\$281,538.45	\$0.00	\$281,538.45	\$0.00	\$230,000.00	\$51,538.45	\$0.00	\$51,538.45	2.01%	
Campaign for Sherborn Library - Donations	9.70%	\$147,773.12	\$315,901.36	\$0.00	\$315,901.36	\$86,317.56	\$254,445.80	\$147,773.12	\$0.00	\$147,773.12	5.75%	
TOTALS	100.00%	\$2,398,655.35	\$3,256,139.49	\$464,097.25	\$2,792,042.24	\$108,317.56	\$965,801.70	\$2,568,175.79	\$464,097.25	\$2,104,078.54	100.00%	

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT**  
**TOWN OF SHERBORN**  
**Capital Project Funds (400)**  
**Year ended June 30, 2018**

<b>DEPARTMENT/Purpose</b>	<b>Balance June 30, 2017</b>	<b>Budget Additions</b>	<b>Expenditures Incl Audit Adj</b>	<b>Balance June 30, 2018</b>
<b>SELECTMEN</b>				
ATM13 A8-4 Solar Pedestrian Crossing	75		(75)	-
ATM15A11 Woodland/Goulding Intersection	14,012		(4,050)	9,962
ATM18 A10 Selectmen's Dock		25,000		25,000
ATM18 A10 Town Building Capital Bond		111,000		111,000
<b>TOTAL SELECTMEN</b>	<b>14,087</b>	<b>136,000</b>	<b>(4,125)</b>	<b>145,962</b>
<b>POLICE</b>				
ATM 13 A8-8 Communications Equ	41,876		(41,876)	-
ATM 18 A10 Police Cruiser		60,000		60,000
<b>TOTAL POLICE</b>	<b>41,876</b>	<b>-</b>	<b>(41,876)</b>	<b>-</b>
<b>FIRE</b>				
ATM14 A-8-1 Fire Ladder Truck	11,073		(11,073)	-
ATM12 A8-4 Fire Equipment	61		(61)	-
ATM16 A9 Ambulance	39,114		(39,114)	-
<b>TOTAL FIRE</b>	<b>50,248</b>	<b>-</b>	<b>(50,248)</b>	<b>-</b>
<b>EDUCATION</b>				
ATM14 A8-7 PH Capital Needs	1,300		(1,300)	-
ATM15 A7-7 Pine Hill School Im	16,594		(16,594)	-
ATM18 A11 DS Regional		201,764		201,764
ATM18 A10 Pine Hill School		126,500		126,500
<b>TOTAL EDUCATION</b>	<b>17,894</b>	<b>-</b>	<b>(17,894)</b>	<b>-</b>
<b>COMMUNITY MAINTENANCE &amp; DEVELOPMENT</b>				
ATM12 A10 Storm Water Mgmt Com	26		(26)	-
ATM16 A9 CM&D Dump Truck	2,001			2,001
ATM17 A10 Snow Fighter		195,000	(195,000)	-
ATM17 A10 Dump Truck		75,000	(5,580)	69,420
ATM17 A10 CM&D Road Improvements		290,000	(274,334)	15,666
ATM18 A10 Vehicle Sweeper		231,100		231,100
<b>TOTAL COMMUNITY MAINTENANCE &amp; DEVELOPMENT</b>	<b>2,027</b>	<b>-</b>	<b>(26)</b>	<b>2,001</b>
<b>TRANSFER STATION</b>				
ATM 13 A8-7 Transfer Station Improvements	83		(83)	-
ATM14 A8 Transfer Station Paving	75,445		(31,365)	44,080
<b>TOTAL TRANSFER STATION</b>	<b>75,528</b>	<b>-</b>	<b>(31,448)</b>	<b>44,080</b>
<b>ELDER HOUSING</b>				
ATM12 A8-6 Woodhaven Renovatio	20,470			20,470
<b>TOTAL ELDER HOUSING</b>	<b>20,470</b>	<b>-</b>	<b>-</b>	<b>20,470</b>
<b>TREASURER</b>				
ATM2001 A8 Bond Costs	208			208
ATM2007 A12-3.1 CM&D Bond Issu	6,628		(53,726)	(47,098)
<b>TOTAL TREASURER</b>	<b>6,836</b>	<b>-</b>	<b>(53,726)</b>	<b>(46,890)</b>
<b>GRAND TOTAL CAPITAL PROJECTS</b>	<b>228,966</b>	<b>136,000</b>	<b>(199,343)</b>	<b>165,623</b>

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT**  
**TOWN OF SHERBORN**  
**Capital Project Funds (100)**  
**Year ended June 30, 2018**

<b>DEPARTMENT/Purpose</b>	<b>Budget</b>	<b>Carry-Forward</b>	<b>Expended/ Transferred out</b>	<b>Encumbered 06/30/18</b>	<b>Unencumbered 06/30/18</b>
<b>SELECTMEN</b>					
ATM15 A7-6 Town Hall Parking and Access		10,000		(10,000)	0
ATM16 A13 Environmental Consulting		24,563	(1,500)	(23,063)	0
ATM16 A14 Town Center Water & Septic Assessment		6,613		(6,613)	0
ATM16 A16 Regulatory & Department Process Review		10,000		(10,000)	0
ATM17 A10 Memory Statue Renovation		30,400	(23,945)	(6,455)	0
<b>ASSESSORS</b>					
ATM13 A28 Assessors Reval		6,550	(6,550)	0	0
ATM15 A9 Assessor Update GEO Database		10,000		(10,000)	0
ATM16 A19 Triennial Prop Reval		12,000	(12,000)	0	0
<b>TOWN BUILDINGS</b>					
ATM15 A7-4 Town Building Surge Protectors		6,600		(6,600)	0
ATM16 A9 Town Building/Facility Improvement		46		(46)	0
ATM16 A9 Town Building/Facility Improvement		61,467	(61,467)		0
ATM17 A10 Town Building Facility		505,200	(53,976)	(451,224)	0
ATM18 A10 Town Building Free Cash	219,000			(219,000)	0
<b>POLICE</b>					
ATM14 A14 Radar Message Board		749		(749)	0
ATM17 A10 Police Vehicles		85,000	(85,000)		0
ATM18 A10 Portable Radios	40,000			(40,000)	0
ATM18 A18 Desktop Computers	14,920			(14,920)	0
ATM18 A18 Taser Control Devices	26,000			(26,000)	0
ATM18 A18 Emergency Response	22,018			(22,018)	0
<b>FIRE</b>					
ATM12 A8 Fire Computer / Software Upgrade		2,300		(2,300)	0
ATM17 A10 Dry Hydrant Maintenance		50,000		(50,000)	0
ATM17 A10 Fire Department Pager		16,000	(2,255)	(13,745)	0
ATM17 A3 Fire Command Vehicle	80,000		(80,000)		0
<b>DOVER SHERBORN REGIONAL SCHOOLS/PINE HILL</b>					
ATM16 A9 Pine Hill Improvement		4,959	(4,959)		0
ATM17 Pine Hill School Improvements		66,614	(38,736)	(27,878)	0
ATM17 A11 DS Capital		158,025	(158,025)		0
ATM18 A11 DS Capital	19,526			(19,526)	0

**FINANCE DIRECTOR / ACCOUNTANT ANNUAL REPORT**  
**TOWN OF SHERBORN**  
**Capital Project Funds (100)**  
Year ended June 30, 2018

<b>DEPARTMENT/Purpose</b>	<b>Budget</b>	<b>Carry-Forward</b>	<b>Expended/ Transferred out</b>	<b>Encumbered 06/30/18</b>	<b>Unencumbered 06/30/18</b>
<b>COMMUNITY MAINTENANCE &amp; DEVELOPMENT</b>					
ATM17 A10 Road Improvements		160,000	(156,299)	(3,701)	0
ATM08 A11 Feasiblity Study Engineering		1,271		(1,271)	0
ATM08 A37 Western Ave Traffic Camera		5,956		(5,956)	0
ATM09 A11-1 Dry Hydrant System		7,027		(7,027)	0
ATM18 Modificaitons Truck 550	35,000			(35,000)	0
ATM18 A10 Movile & Portable Radios	98,600			(98,600)	0
<b>TRANSFER STATION</b>					
ATM15 A7-3 Transfer Station Fencing		13,500		(13,500)	0
<b>CEMETERY</b>					
ATM12 A11 Cemetery Improvement FY12		2	(2)	0	0
ATM14 A10 Cemetery Improvement FY14		14,864	(1,449)	(13,415)	0
ATM16 A11 Cemetery Improvement FY16		10,200		(10,200)	0
ATM16 A12 Engineering Study for Cemetery		12,678	(9,897)	(2,781)	0
<b>LIBRARY</b>					
ATM17 A10 Library Roof Repair		190,750		(190,750)	0
<b>RECREATION</b>					
ATM16 A22 Recreation Program Funds		154,151	(21,588)	(132,563)	0
ATM10 A8-6 Laurel Farms Study		3,930		(3,930)	0
<b>INSURANCE AND EMPLOYEE BENEFITS</b>					
ATM15 A2-2 Unpaid Bills Prior Fiscal Year		81		(81)	0
<b>GRAND TOTAL GENERAL FUND CAPITAL ARTICLES</b>	555,064	1,641,496	(717,648)	(1,478,912)	(0)

# **Report of the Treasurer** **Fiscal Year Ended June 30, 2018**

<u>Operating funds</u>	<u>General Fund</u>		
	<u>Cash</u>	<u>Investments</u>	<u>Total Cash and Investments</u>
Balance July 1, 2017	\$ 778,887.05	\$ 9,483,291.92	\$ 10,262,178.97
Receipts or additions	\$30,864,007.51		
Paid on warrants or reductions	\$30,801,615.49		
Balance June 30, 2018	\$ 1,255,666.08	\$ 8,570,477.69	\$ 9,826,143.77

<u>Trust Funds</u>	<u>Stabilization Fund</u>	<u>SPED Stabilization Fund</u>	<u>Cemetery Fund</u>	<u>Conservation Fund</u>	<u>Land Acquisition Fund</u>	<u>OPEB Liability Trust Fund</u>
Balance July 1, 2017	671,744.23	100,495.79	\$ 320,239.84	\$ 14,789.87	\$ 42,873.88	\$ 901,161.65
changes	47,629.13	(468.12)	(1,491.54)	(59.91)	(199.68)	262,017.64
Balance June 30, 2018	\$ 719,373.36	\$ 100,027.67	\$ 318,748.30	\$ 14,729.96	\$ 42,674.20	\$ 1,163,179.29

## **Debt Statement FY18**

Equalized valuation (EQV) for Sherborn property as of January 1, 2016	\$1,231,829,100.00
Debt limit (5% of EQV)	\$61,591,455.00
Total Outstanding Debt as of June 30, 2018	\$8,565,000.00
Authorized but not yet incurred	\$9,115,805.00
Net debt subject to the debt limit	\$17,107,361.00
Remaining borrowing capacity under the debt limit	\$44,484,094.00
Debt as percent of FY18 town-wide operating budget	4.80%

Respectfully submitted

Heidi Doyle  
Treasurer

## Assessors

**Purpose:** The assessment program of the Town of Sherborn is conducted in accordance with the guidelines, rules and regulations of the Massachusetts Department of Revenue, in order to develop equitable and uniform assessments for all property owners.

The staff operates under the direction of an elected three member Board of Assessors. Under Massachusetts General Laws, the Assessors must ensure that all properties are assessed and that no property is deliberately overvalued or undervalued. Every year the staff conducts market research and cyclical inspections in order to determine appropriate valuations and new growth. The Assessors apply mandatory interim year adjustments to values in addition to a recertification required by the statute which is conducted every fifth year. Lastly, the Board is responsible for making certain the staff provides citizens information on tax exemptions and assessing functions and, in general, good public relations.

### Happenings in 2018:

With the cooperation from other departments and the Selectmen, the fiscal year 2019 tax rate (\$19.62) was set by the Assessors and approved by the Department of Revenue in early September. The Assessors' website can be accessed through the department's section of the Town's website [www.sherbornma.org](http://www.sherbornma.org). The website contains the assessors' maps, valuation listings, publications, forms and information as well as tax relief requirements and applications.

The Assessors' office is located in room 102 on the first floor of the Town Hall. Office hours remain the same Monday – Thursday 8:00 a.m. – 12 noon. Year round (weather permitting) inspections are done in the field. Meetings are held in the office, with meeting dates and times posted monthly on the town calendar.

### Town Financial Summary:

	Fiscal Year 2018	Fiscal Year 2019
Valuations Real Property	\$1,219,614,102.00	\$1,244,352,183.00
Valuations Personal Property	\$ 28,933,450.00	\$ 28,898,410.00
Property Tax Levy	\$ 24,096,969.49	\$ 24,981,177.00
Estimated Receipts & Revenue	\$ 4,909,502.50	\$ 4,211,150.00
Total Amount All Sources	\$ 29,006,471.99	\$ 29,192,327.00
Tax Rate	\$19.30 per \$1,000 value	\$19.62 per \$1,000 value
Single Family Average bill / value	\$15,501.76 / \$803,200	\$15,971.00 / \$814,000

Respectfully submitted,

Board of Assessors

Director of Assessing Wendy Elassy and Administrative Assistant Amy Davidson

# Town Collector

Transactions made from January 1, 2018 through December 31, 2018.

<u>REAL ESTATE</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Taxes outstanding				
January 1, 2018	\$ -	*8,879,079.52	\$ 0	\$ 0
Commitments	24,414,189.69	-	-	-
Payments	12,158,330.60	9,168,080.27	-	-
Abatements/Exemptions	4,126.50	123,065.02	-	-
Refunds	48,799.29	484,000.04	-	-
Tax Title	-	59,402.79	-	-
Deferred Taxes	-	12,531.48	-	-
<b>Taxes Outstanding December 31, 2018</b>	<b>\$ 12,300,531.88</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

\*Correction

<u>PERSONAL PROPERTY</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>PRIOR</u>
Taxes outstanding				
January 1, 2018	\$ -	\$ * 206,864.15	\$ 128.90	\$ 0
Commitments	566,986.82	-	-	-
Payments	357,127.89	206,349.38	128.90	-
Abatements/Exemption	-	114.06	-	-
Refunds	-	-	-	-
<b>Taxes outstanding December 31, 2018</b>	<b>\$ 209,858.93</b>	<b>\$ 400.71</b>	<b>\$ 0</b>	<b>\$ 0</b>

\*Adjustment

<u>MOTOR VEHICLE &amp; BOAT EXCISE</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>PRIOR</u>
Taxes outstanding				
January 1, 2018	\$ -	12,129.13	\$ 4,003.13	\$ 3,645.97
Commitments	905,547.15	5,958.05	-	-
Payments	884,587.19	16,385.37	573.44	28.13
Abatements/Exemptions	18,016.69	3,345.61	817.83	293.54
Refunds	11,457.46	2,841.71	817.83	293.54
<b>Taxes outstanding December 31, 2018</b>	<b>\$ 14,400.73</b>	<b>\$ 1,197.91</b>	<b>\$ 3,429.69</b>	<b>\$ 3,617.84</b>

## ROLLBACK TAXES COMMITTED IN 2018

Massachusetts General Law Chapter 61A - Agriculture	\$0
Payments Collected	\$0
Rollback taxes outstanding	\$0

## NON-TAX REVENUE

<b>Interest received for:</b>	Delinquent real estate, personal property, motor vehicle and boat excise taxes	\$ 20,841.35
	Bank Accounts	57.13
<b>Payments received for:</b>	Issuing 133 municipal lien certificates	3,325.00
	Generating copies of bills for tax agencies	1,678.00
	Demand, Warrant, Registry, Deputy and Boat Penalty Fees	20,359.00
	Miscellaneous Fees	75.00
	Other Department Collections	642,051.45
<b>Total Non-Tax Revenue</b>		<b>\$688,386.93</b>

<b><u>TAX AID DONATIONS (Article 31 ATM April 2000)</u></b>	<b>\$ 2,724.65</b>
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Respectfully submitted,

Lisa A. Lynch, Assistant Town Collector  
Nancy E. Hess, Town Collector

# PUBLIC SAFETY COMMUNITY MAINTENANCE & DEVELOPMENT

## Police Department

I am honored to offer the annual report for the Town of Sherborn Police Department. As a resident, parent and uncle to students in our nationally recognized school system, and your Chief of Police I have a vested interest in our community. I commit our best efforts to serving the needs of the community. The community will guide our efforts; we are accountable to the community and shall embrace our residents. Sir Robert Peel, considered the father of community policing, is credited with coining the phrase; "The community are the police and the police are the community"; we are committed to this philosophy. We will make every effort to become more involved with our community members. We must work together to identify issues that impact our Town and our region. Most importantly, we must work together to solve problems. We are committed to you and we are committed to our Town.

Sherborn is a safe community. As a means of informing our residents of the reported crimes our Officers investigate, we offer the following;

### Police Department Data for calendar year 2017:

Armed Robbery	1
Assaults (Aggravated/Simple)	7
Intimidation/Extortion/Blackmail	10
Burglary/Breaking&Entering	3
Motor Vehicle Theft	0
Larceny	14
Embezzlement	0
Vandalism/Destruction of Property	5
Drug/Narcotics Violations	4
Operating Under the Influence	24
Public Drunkenness	5
Restraining Orders	7
Trespassing	1
Citations Issued	2,749

Residents are encouraged to contact the Sherborn Police Department with any questions and/or concerns related to crime issues that impact the Town. Please utilize the business line, 508-653-2424 with non-emergency inquiries or refer to our website; [www.sherbornma.org](http://www.sherbornma.org) (Departments/Police Department).

Policing is the most noble of all professions and the Officers who represent your Police Department are professionals who exemplify "Care, Compassion and Commitment" to and for all. Our profession continues to evolve driven by societal needs and demands. Violent attacks on police officers Nationally continue and are always a source of concern. Policing has become more and more challenging. We will meet those challenges through training, collaboration, and consensus building. We must and will work together in our continuous efforts to provide safety and security for our Town.

We continue to identify training opportunities that assist your Officers to become better and more thoughtful decision makers. Your police officers are caring, compassionate and committed to treating all fairly and impartially; the mark of true professionals. We recognize the need to be sensitive to the many interactions we have with all persons regardless of race, gender, gender identity, religion, ethnicity, socioeconomic status, physical impairments and/or mental impairments. Your Officers respect, accept, support and follow the rule of law which is everchanging by case law decisions as well as changes in general law at the local, State and Federal level. For example, marijuana has become legalized and has placed additional demands on policing. Your Officers have accepted the will of the People and our legislative and administrative process. We are identifying training opportunities and best practices so that we are best prepared for this change in law.

We understand and respect a hard truth; there remains disparity in how minority groups are treated in our system of justice. We also understand and accept that it is our responsibility to recruit, train, and retain police professionals. As importantly, it is our responsibility to continue to train our personnel and identify Officers who demonstrate unprofessional behavior, offering retraining where warranted, discipline when necessary, or termination, while respecting due process, progressive discipline, and contractual entitlements.

We have embraced transparency and will continue to introduce technological advances that assist us in providing best practices in our policing responsibilities. For example, we applied for and will hopefully receive grant funding through the Massachusetts State Police to purchase a digital fingerprinting platform. The digital fingerprinting platform will be connected directly with the State and Federal criminal databases and will allow for more effective and efficient information gathering and sharing with specific to firearms licensing, the identification of arrestees and the immediate ability to identify persons wanted within Massachusetts and across the United States.

Our Jail Diversion clinician, Sheena Mahoney, continues to patrol with your police officers. Sheena is shared with the Towns of Ashland, Holliston and Hopkinton on a rotating basis. We are participating in the Commonwealths first regional Jail Diversion Program. The regional Jail Diversion Program was initiated by Chief Craig Davis of the Ashland Police Department who was instrumental in the development of the Framingham Police Jail Diversion Program, which has become a national model. Our regional program is being replicated across the State. Sheena is a mental health professional who assists your police officers with identifying persons and families in need of mental health services and alcohol and drug counseling. Sheena's expertise helps us to provide services to residents and their families that had



not been available to your Officers or our community, assisting residents and directing them to resources beyond our capabilities as police professionals. With our nation struggling with an opioid crisis, having Sheena as a resource has proven to be invaluable. Sheena has become a member of our family. Her compassion for people in need has proven to be an incredible asset to our Town. On behalf of our residents, I thank you Sheena.

Due to continued staffing issues, the Police Department was unable to participate in the revolving Traffic Enforcement grant funded through the Executive Office of Public Safety and Security. The grant allows us to hire personnel to conduct specific traffic enforcement within the Town. We were forced to prioritize services in Town due to our staffing issues and simply did not have enough personnel to participate in this effort.

The Commonwealth's fiscal climate has strengthened. State aid and grant opportunities have increased somewhat, however our Town rarely meets most basic grant criteria for police specific grant opportunities. After decades and several iterations of bills introduced by the Massachusetts Chiefs of Police Association to increase funding for police training in the Commonwealth, a law was passed to increase funding for the Municipal Police Training Fund. In my capacity as a member of the Massachusetts Chiefs of Police Association Legislative Committee, I was involved in the many discussions and shared efforts among many of my peers to make this great need become a reality. We will take advantage of all training opportunities offered by the State that meet our needs.

Training and education are most important to our Officers and how they provide service to our Town. I believe strongly that an educated community demands an educated Police Department. One of my favorite quotes, attributed to Robert Kennedy defines the nature of policing and the relationship within a community; "Every society gets the kind of criminal it deserves. What is equally true is that every community gets the kind of law enforcement it insists on."

Our community volunteer groups and committees continue to guide us daily in our efforts to maintain the safety, well-being, and quality of life for our residents and those who visit Sherborn. We continue a strong relationship with the Traffic Safety Advisory Committee (TSAC) who assist us in identifying traffic safety issues within Sherborn. As a direct result of resident input forwarded to the TSAC, we continue to collect data specific to traffic concerns and implement traffic enforcement and education on roadways and in neighborhoods that have been identified as high risk, high volume, and/or high complaint locations. We continue to share accident data with the TSAC as a means to solve problems collectively; a true shared community effort and commitment to overall safety. Our personnel are aware of the importance of traffic enforcement and education in Sherborn. I do not believe in a zero tolerance approach to policing. I accept and demand that our Officers utilize their discretion in their decision making process. I expect

our personnel to utilize their discretion specific to traffic safety. I encourage residents to attend all Traffic Safety Advisory Committee meetings. Your input is invaluable. If we are not aware of the problem we cannot help. Traffic Safety meeting dates and times can be located on our Town website, [www.sherbornma.org](http://www.sherbornma.org). Traffic enforcement and education shall continue to be an important role for our Police Department.

Our Public Safety Committee has been a great success in identifying and addressing the public safety needs of our community. I wish to thank our resident volunteer members, Michael Goldstein, Neil McPherson and Brad VanBrunt for their continued commitment to our Town. We thank past member Arthur Fenno for his efforts, interest and guidance as our past Committee Chair and legal genius. Our resident volunteers are true champions of our shared cause. The Public Safety Committee requires community suggestions, input, and participation. I encourage residents to attend our monthly meetings that are posted on the Town website, [www.sherbornma.org](http://www.sherbornma.org). I also encourage residents to visit the Town website and sign up for our public safety announcement system, CodeRed. Any resident requiring assistance with signing up is encouraged to contact our business line, 508-653-2424 and request to speak with one of our crime prevention specialists, Officer Kelly Bush or Officer Jimmy Graziano.

Due to staffing issues and the lack of funding resources, we have eliminated the DARE program and will revisit other important opportunities to continue our interaction and education with and for our children. I have communicated with Dr. Barbara Brown and we will be working to develop an age appropriate curriculum that best serves the needs of our elementary students. I believe strongly in maintaining a positive relationship with our students and believe that positive police officer interaction should be part of our student's educational experiences. We continue our efforts to maintain our relationships with our schools and our children.

We are committed to change; a change in how we police, how we interact with our public, and how we provide service to our Town. Your police continue to provide a more proactive style of community policing. We continue to conduct directed patrols on a daily basis so our Officers are more visible and accessible to our residents. We continue directed patrols at Farm Pond. Officers are encouraged to walk the beach and interact with our residents. We continue to post an Officer at the entrance to our Pine Hill School to allow our buses, parents and Pine Hill staff a safer means of entering and exiting Pine Hill. The Officer is required to patrol the School campus and the School building. The Pine Hill directed patrol was the direct result of School staff, parents and bus drivers making us aware of their safety concerns at this location. We continue our directed patrols at Woodhaven. Our Officers are encouraged to be visible and interact with our elderly residents. We continue our strong, committed relationship and partnership with our Council on Aging. We continue our directed patrols in our business areas. Officers are encouraged to walk the

downtown business area and interact with residents, business owners and those who visit the Town. We continue to update our Emergency Resident Data Form, developed by our Disabilities Advisory Committee, so that public safety personnel are aware of specific medical issues for at-risk residents. We continue to identify ways to improve our services and refuse to be complacent in our efforts; there is always room for improvement.

We thank Fire Chief Erron Kinney. Chief Kinney is a team player by word and action and we appreciate the many shared decisions and policy changes that we have made in the best interests of our community as your public safety leadership. We thank the members of the Sherborn Fire/Rescue Department. We thank CM&D Director Sean Killeen and his group for the important role they play in our Town. We thank Mrs. Diane Moores, Assistant-Town Administrator, Jeanne Guthrie, and all of the Staff and Town employees at Town Hall, our Advisory Board, and the Select Board; Mr. Paul DeRensis, Mr. Michael Giaimo, Mr. George Morrill, Mr. Eric Johnson and Mr. Chuck Yon for all of your support and for your commitment to our Town. We welcome Dr. Andrew Keough as our Superintendent at the Region. Dr. Keough has made an immediate impact specific to School safety and security, welcoming input from Dover Police Chief Peter McGowan and me. Dr. Keough and I are like minded and I look forward to our future collaboration. Lastly, we thank our Town Administrator, David Williams for his care, compassion and commitment to our Town. Mr. Williams' experience and on-going efforts to our Town continue to be invaluable. Working together, we continue to serve the needs of our community.

We thank and say goodbye to Officer Daniel Walsh and wish him luck and a safe tour of duty at Northeastern University. We welcome our newest personnel to our Town; Officer Jonathan Hale and Officer Matthew Osborne. Officer Osborne graduated from the Municipal Police Training Committee Academy at Randolph in December and has begun Field Training with Detective James Godinho. Officer Osborne will be attending the Academy in early 2019. We thank and say goodbye to the Town's first Communications Specialist, Anne Bailey and wish her luck in the private sector. We welcome Communications Specialist Brian O'Keefe who has replaced Anne and welcome all to our family.

Staffing has always been an issue in Town; we are minimally staffed. We will work with our Town Administrator, David Williams, our finance team and Town leaders to identify cost effective change in the near future. Recruitment and retainment continue to be impacted by minimal staffing and opportunities in other communities. Retaining professional Officers remains our most important goal. Addressing our needs collectively and responsibly has been and will continue to be a critical effort as the Town embraces new construction and developments.

Lastly, I wish to thank the people who are most responsible for making our Town safe; the professional

police officers of the Town of Sherborn Police Department.

Your police have embraced change. Your police are continuously asked to do more with less. Your police accept the challenges, pressures and responsibility they have as stakeholders in our community. "The ultimate measure of a man is not where he stands in moments of comfort and convenience, but where he stands at times of challenge and controversy" (Martin Luther King, Jr.). Your police have not lost their care, compassion, or commitment to the Town of Sherborn. Our character and commitment will continue to make Sherborn the perfect Town, regardless of any current or future challenge.

Be Safe!

Respectfully Submitted,

Chief Richard R. Thompson, III  
Chief of Police  
[rtompson@sherbornpolice.org](mailto:rtompson@sherbornpolice.org)  
508-653-2424

## Fire Rescue Department

The Sherborn Fire/ Rescue Department responded to 585 calls for service, which is a 12.7% increase from the number of responses last year.

The Fire Chief and a Grant Funded Daytime Fire Captain are the only fulltime employees working for the Sherborn Fire Department. The remaining department staff consists of a part time administrative operations officer, per diem Emergency Medical Technicians and on call fire officers and firefighters. Staffing continues to be a challenge given the demographics of the community.

We continue to offer fire and life safety education programs for elementary school children and our senior residents. We offer home inspections for health, safety and fire prevention.

We continue to aggressively pursue grants. We were awarded an EMPG grant for two portable radios, a fire prevention grant for our SAFE program, A FEMA Staffing for Adequate Fire and Emergency Response (SAFER) Grant and completed the application process for Assistance to Firefighter Grant through FEMA.

As the Director of Emergency Management the Fire Chief continues to aggressively document and pursue FEMA disaster declaration reimbursement funds. The town has successfully submitted three reimbursement projects from March 2018 storms totaling \$135,275.37

The department put in service a new 2018 Ford pickup utility vehicle. This vehicle replaces an eleven year old vehicle and it enhances our response and support capabilities. The new vehicle has a larger passenger compartment, towing capacity and payload which provides the department with enhanced capability. The

department also placed a New 2017 Ford F250 command vehicle in service as Car 1 to replace 2013 Ford Explorer which was totaled after being rear ended in a motor vehicle accident.

As in past years, we have continued to encourage members to complete the Massachusetts Fire Academy's Call/ Volunteer Firefighter program. We had three members participate in the program this year and have three members actively enrolled in the program with completion scheduled for June 2019. This program is a major commitment of time and teaches firefighters basic firefighting skills and techniques. The Sherborn Fire Department also hosted an EMT class in the fall of 2018. We had four members successfully complete and earn their EMT licensure.

We would like to extend an invitation to residents who are interested in learning more about our department and becoming a member. Please call us at (508) 653-3270 or visit us at our website.

I would like to thank all of the members of this department for their commitment and dedication. Sherborn Fire Department personnel make great sacrifices and consistently provide all hazards mitigating emergency services to the community.

I would like to thank Town Manager David Williams, Police Chief Richard Thompson, CMD Director Sean Killeen and the citizens of Sherborn for their continued support.

Respectfully submitted,

Erron Q. Kinney, Fire Chief  
Emergency Management Director

## **Community Maintenance & Development**

2018 was a year with much attention given to roadside trees in town. Kicked off by two major storms in early March, the early part of the year was dedicated to picking up and cleaning the debris as well as, taking down the damaged trees and limbs left standing and hanging over our roads. Once the cleanup was complete, it seemed that overnight, the massive quantity of dead oaks became extremely evident. The roadside tree mortality in Sherborn and surrounding communities is proving to be the worst we have seen in decades. The combination of several consecutive summer droughts combined with winter moth then gypsy moth defoliation has had devastating effects on our cherished tree canopy.

The tree warden worked all spring into the summer identifying over five hundred roadside trees that did not leaf out. We also worked with Eversource Electric, and their arborists in identifying several hundred more trees that were causing a threat to the power infrastructure and

the streets. Eversource tree crews started working in November.

Several road projects were completed this year. Bullard Street (Rt115) was paved to the Millis town line, Cemetery Lane, Sawin Street and part of Old Orchard Road were also paved. We made preparations on Nason Hill road and Hunting Lane in order to have them both chip sealed as soon as the 2019 spring weather allows.

The Land Management Division conducted the routine grounds maintenance program of all Town facilities and Town Buildings. This maintenance also included the application of fresh markings in conjunction with baseball, soccer and lacrosse schedules.

With the assistance of the Conservation Commission, and the Town's consultant, we submitted the notice of intent to comply with the EPA MS4 Stormwater permit. The department will begin the phase II activities this year to comply with the new storm water regulations.

I would like to thank all CM&D personnel for their commitment and dedication, as well as the Police Chief Rick Thompson and the Fire Chief Erron Kinney along with all the members of their staff for their help and support throughout 2018.

We are looking forward to another productive year of roadway maintenance and improvements as well as a lot of tree removals and selective pruning to improve the safety and health of the roadside trees.

Respectfully submitted,

Sean Killeen, CMD Director

## **Public Safety Committee**

The Board of Selectmen created the Public Safety Committee (Committee) on July 24, 2014 "for the purpose of enhancing public safety on a Town-wide basis; and to act as a resource for the Board of Selectmen for reviewing and implementing safety initiatives." The Committee held its first meeting in November 2014 and, since then, has met approximately once each month.

The Committee comprises seven voting members -- the Police Chief, the Fire Chief, the Community Maintenance and Development (CM&D) Director, the Building Commissioner, two at-large residents, and one member of the Traffic Safety Committee and four non-voting members, each serving in an ex-officio role, the Town Administrator, the Superintendent of Schools or designee, a Board of Health member or Administrator as designee, and a Council on Aging member or Administrator as designee.

For the most part, the Committee's business in 2018 consisted of addressing issues identified and raised directly by Sherborn's public safety leaders, as well as

areas of concern voiced by town residents. Among the matters considered by the Committee were the following:

**Dog Control.** In response to concerns raised by residents, the Committee addressed the issue of uncontrolled dogs, including the threat they pose to the safety of the public, to the well-being of other domesticated animals, and to public and private property. After review of dog control by-laws from other municipalities, the Committee presented a by-law for Sherborn that was ultimately considered and approved at the 2018 Annual Town Meeting.

**School Safety and Security.** The Committee stayed informed of issues related to safety and security as they relate to the Pine Hill School and the Dover-Sherborn educational complex. The Committee heard from the Superintendent of Schools, the Principal of Pine Hill School, the Sherborn Police Chief, and the Sherborn Fire Chief related to safety issues. The Superintendent has met with the police chiefs of both Sherborn and Dover, and all parties involved commented positively on the good working relationships. While this topic was added to the agenda prior to the school shooting in Florida, the Committee was updated regarding active shooter issues and security measures, which took on additional focus in light of the increasing number of issues occurring at schools nationwide. The schools have completed a safety audit and have implemented suggested changes.

**Tree Management.** The Committee continued to discuss issues related to tree management, which remains a public safety issue for the town. The Committee was informed that while Eversource is removing some trees, there are many more trees that will need removal, with over 100 dead trees on Bullard Street alone. The Committee was also informed that the CM&D tree removal budget has been underfunded for a number of years, resulting in a backlog of problem trees. During its discussions, the Committee noted that when trees fall in the road, there are many additional costs to the town (fire details, police details, emergency tree removal, etc.) that are not captured in the CM&D budget.

**Tree Manual.** The Committee was kept apprised of the progress on revisions to the Tree manual by a certified arborist, who was hired using a loss control and risk management grant awarded the town by its property and casualty insurer, the Massachusetts Interlocal Insurance Association. The arborist presented his suggested changes to the Committee, who then moved it to the Select Board. The arborist also made a presentation to the Select Board, which then referred the changes to other Town committees for review.

**Residential and Commercial Development.** The Committee stayed informed of the progress of the developments under construction in town, and also planned for the future. The Committee discussed various issues of public safety, including emergency access and egress, and several matters affecting traffic safety, including issues related to school buses.

**CM&D and Public Safety Radio System.** The Committee continued to discuss issues related to making sure the Community Maintenance and Development Department had appropriate communication radios. The Committee discussed both the coverage of the radio system and the continued need to make sure that the variety of portions of the public safety system (Fire, CM&D, and Police) have some radio interoperability so they can communicate in a time of need.

**Storm Preparedness and Response.** The Committee regularly discussed issues related to storm preparedness and response, particularly after the March 2018 storms. The Fire Department noted that they had at least 59 calls during the March 2018 storms, and likely more than 100 incidents to which they responded (since they were already on the road). The March storms also caused many road closures due to downed trees or wires; the public is reminded that downed wires are very dangerous (for example, a wire with 4000 volts went down on Farm Road). There were many trees down and road closures. During one of the storms, all of the barricades were used, including ones by the Police Department. Both the Police Department and the Fire Department were praised by town residents for their responses.

**Circulation Section of the Town Master Plan.** Members of the Planning Committee presented at several meetings of the Public Safety Committee to solicit feedback on the Circulation section of the Town Master Plan. Much discussion ensued both about the substance of that section and how the action items will be implemented.

These matters were the principal issues brought before the Committee in 2018. The Committee also served as a forum for the discussion of numerous other issues regarding public safety, including: procurement and implementation of public safety-related equipment, such as fire apparatus and new police equipment; use of the Pine Hill School access road; coverage area for radios and other communication devices; public and private well water safety; police department staffing; discussion of the house fire this summer; and other matters pertinent to the Committee.

The Committee extends its thanks and appreciation to Arthur Fenno for his four years of service as the first Chairperson of the Committee.

Respectfully submitted,

Michael A. Goldstein, Ph.D.  
Chair, Town of Sherborn Public Safety Committee

## Traffic Safety Committee

The Sherborn Traffic Safety Committee (STSC) is a nine-member (5 voting - 4 non-voting) advisory committee appointed by and reporting to the Board of Selectmen.

The Committee's main responsibility is to advise the Board of Selectmen on matters that involve the safety of pedestrians and motorists using Sherborn roads. STSC reviews and evaluates the town's accident records by street and by intersection. The Committee also exchanges input with other Town committees including the Sherborn Public Safety Committee. Each month's agenda includes visitors' hearings and review of the Sherborn motor vehicle accident database. Getcrashreports.com is an interactive platform operated by Sherborn Police that allows for the analysis and correlation of various-crash related data. STSC reviews this data periodically.

There were no changes in membership in 2018.

**Progress on the following initiatives continued to be made on:**

- Complete Streets Initiative". State-sponsored grant program that funds construction of effective traffic solutions for the safe flow of pedestrians, bicycles and motor vehicles.
- Sherborn Trails parking evaluation for publication of the new Sherborn Trail Guide.
- Washington/Maple/Sanger Streets intersection. Discussed small and large-scale improvements and how they may be funded by "Complete Streets".
- Town Campus/ Library expansion projects and continued effects on traffic patterns and safety during construction
- Snow removal
- Road-side brush clearing
- Cemetery Lane parking lot-springtime over capacity issue
- Horse crossing signage on Western Avenue
- Impact of The Town's on-going and up-coming development projects on traffic patterns/safety: 59 N. Main Street, Coolidge Crossing at 84 Coolidge Street and The Villages at Sherborn at 104 Coolidge Street
- Establishment of a "safety zone" which could reduce the speed limit to 25mph through Town center.
- North Main Street/Eliot Street intersection and lights.
- Eliot/Lake St intersection improvements.
- Update to Sherborn's Tree Policy Manual.
- Working with The Planning Board on implementing their "Circulation Initiative".

These issues represent a sample of the type and nature of those brought to the STSC for review for the Board of Selectmen in 2018. STSC meetings, subject to change, are held at the Police Station at 6:15pm on the third Wednesday of each month. All meetings are open to the public.

Respectfully submitted;

Bradlee Van Brunt-Chairman

## Building Department

### 2018 Permits

Type of Permit	Total
Single Family	4
Multi Family	2
Additions	5
Renovation/Remodel	64
Demolition	3
Roof, Siding, Window, Door	64
Foundation Only	2
Commercial Renovation/Addition	6
Insulation	5
Shed/Accessory	4
Woodstove	9
Barn	2
Pool	3
Solar	9
Tents	8
Decks	12
Cellular	6
Miscellaneous	18
Mechanical/Sheet Metal	19
<b>Total permits</b>	<b>245</b>

**Total Value of Permitted Work: \$12,528,005.54**

**Total Permit Fees Collected: \$ 119,049.58**

Electrical Permits Issued	198
Electrical	\$ 21,174.95

Plumbing Permits Issued	125
Plumbing Permit Fees	\$ 9,500.00

Gas Permits Issued	82
Gas Permit Fees	\$ 5,385.00

**Total Building Department Fees \$ 155,109.53**

**\*Note – Town projects are exempt from permit fees**

# HEALTH, HUMAN SERVICES AND RECREATION

## Board of Health

**Mission Statement** - The mission of the Sherborn Board of Health is to assess and address the needs of the Sherborn community in order to improve and protect the health and safety of its residents. The Board will develop, maintain, and advocate for programs aimed at ensuring a safe environment, reducing known health risks, and applying known preventive health measures. The Board will work to ensure compliance with Town and State health regulations. The Board recognizes the distinctiveness of the Town of Sherborn and may, with careful consideration and objectivity, use current scientific information to enact or revise local regulations in the best interest of public health. The Board will affect its mission through the Board of Health Administrator, Health Agent, and staff, and in cooperation with State and Federal agencies.

### Applications / Permits Issued

Disposal Works Construction (new construction)	1
Disposal Works Construction (replacement)	20
Septic Tank / Distribution Box /	14
Septic Revision to Previously Approved Plan	4
Well Renewal	3
Well Replacement / Deepening	5
New / Additional Wells	15
Soil Testing Applications	35
Variance Hearings held	22
Building Applications reviewed	68
Preliminary Building Applications Reviewed	5
Recreational Day Camps for Children	2
Disposal Works Installer Permits	19
Septage Handler Permits	13
Food Establishment Permits (including temporary)	23
Tobacco/Nicotine Delivery Sales Permits	2
Ice Cream Manufacturing Permits	1
Catering Permits	1

**Communicable Diseases** - All contagious diseases and animal bites must be reported to the Administrator of the Board of Health. Some common diseases that must be reported include chicken pox, German measles (rubella), mumps, whooping cough (pertussis), Lyme disease, and hepatitis.

In 2018, confirmed or suspect cases of the following communicable diseases were reported:

**CONFIRMED** : Babesiosis: 1; Calicivirus/Norovirus: 1; Campylobacteriosis: 2; Cryptosporidiosis: 1; Hepatitis B: 1; Influenza: 10; Salmonellosis: 2; Shiga toxin producing organism: 2; West Nile Infection: 1

**SUSPECT/PROBABLE**: Babesiosis: 2; Borrelia miyamoto infection: 1; Ehrlichiosis: 2; Giardiasis: 2; Hepatitis B: 4; Hepatitis C: 1; Human Granulocytic Anaplasmosis: 5; Lyme Disease: 41; Varicella: 1

**Emergency Preparedness / Bioterrorism** - Sherborn is a member of Massachusetts Department of Public Health Emergency Preparedness Region 4AB, which includes 60 towns in eastern Massachusetts. Region 4AB participates in the "Metro Regional Preparedness Coalition" that includes hospitals, EMS, long-term care facilities, community health centers, as well as public health, in the hopes that working together now will benefit all in the event of an emergency. The Board of Health Administrator is an active participant in these regional meetings and attends many educational and training opportunities and exercises throughout the year related to emergency preparedness provided by the Region, the DPH, MEMA/FEMA, and others.

As required by the Department of Public Health Emergency Preparedness program, the Administrator has continued her certifications in emergency preparedness, and is currently certified in: IS-00700 (National Incident Management System, an Introduction), IS-00100 (Introduction to the Incident Command System, IS-00200 (ICS for Single Resources and Initial Action Incidents), IS-00300 (Intermediate ICS for Expanding Incidents), IS-00324a (Community Hurricane Preparedness). She has also completed the American Red Cross community shelter team course (both shelter operations and shelter simulation), and the Centers for Disease Control and Prevention "Emergency Use Authorization" course. Her knowledge has been further enhanced with classes taken annually at the Massachusetts Health Officers Association annual conference.

**Grant Funding** - Homeland Security grant funding from the Centers for Disease Control and Prevention, administered through Cambridge Health Alliance for Region 4AB of the MDPH Emergency Preparedness Program, is now directed toward regional trainings, exercises, and regional purchases rather than provided to individual towns. In order to be eligible to benefit from this funding, the town must actively participate in the Region and meet specific "deliverables" set forth by the CDC and DPH. Sherborn continues to be in compliance with all of the deliverables, and has received benefit from this funding. In 2018, the funding paid all costs for the Administrator's iPhone which allows her to meet the 24/7 availability deliverable, resulting in continued eligibility for future grants. In addition, all costs were paid by regional grant funding for the Administrator to attend the Massachusetts Health Officer's Association (MHOA) annual conference in Falmouth for 3 days in November.

**Flu Clinics** - In 2018, the Board of Health provided influenza vaccinations to a total of 134 residents (58 children and 76 adults) at one large clinic held at Saint Theresa Parish. Participation in the clinic increased over both 2017 and 2016! The clinic is an important training exercise for both BOH staff and the dedicated volunteers who help out each year.

Paperwork has been submitted to both Medicare and private insurance companies for reimbursement for the



purchased vaccine and administration costs for both the purchased and state-provided vaccine. We will receive reimbursements for the 2018 clinic during calendar year 2019, and it will go into the Board of Health Revolving Fund for any future clinics or vaccinations that might be necessary due to various types of emergencies. During calendar year 2018 a total of \$2,593.71 in reimbursements from the 2017 clinics was received.

**Medical Reserve Corps (MRC)** - The Board of Health again extends its sincere gratitude to the core group of volunteers who have regularly helped at the Flu Clinic. We are able to offer the clinics because of these dedicated residents. These volunteers, as well as the Board of Health staff and Board members, gain invaluable experience in the operation of a dispensing site by practicing the protocol provided by the State at the annual flu clinic. While we hope to never have to open an *emergency* dispensing site, it is reassuring to know that we are *prepared* if the need does arise.

The Sherborn Medical Reserve Corps falls under the umbrella of the Department of Public Health Region 4A Medical Reserve Corps, which offers training in various aspects of emergency response on a regular basis throughout the region. Sherborn currently has a small group of active members, and new volunteers are always welcome. In order to properly staff a 24-hour *emergency* dispensing site during a worst-case scenario, Sherborn would need a total of 65-70 volunteers, and we are currently at less than half that number. A medical background is not required, as there are many non-medical positions that need to be staffed. PLEASE CONSIDER VOLUNTEERING ON THE SHERBORN MEDICAL RESERVE CORPS. Contact the Board of Health office at 508-651-7852 or visit the Region 4A MRC website ([www.region4a-mrc.org](http://www.region4a-mrc.org)) for more information, or to obtain an application to join.

**Public Health Initiatives** - The Board of Health supports all public health initiatives, including substance abuse prevention, and will consider and vote on appropriate requests for funding meeting this goal. The Board has provided funding to SPAN-DS in previous years, and we look forward to continue to work with them on future initiatives.

**Inspector of Animals** - The Inspector of Animals Kimberly L. Morrow reported that stable inspections were conducted for the Selectmen's Office for licensing purposes. Seven (7) animal bites on a person or domestic animal were reported in 2018. Eight (8) animals were placed under or released from close observation / quarantine for wounds of unknown origin. One (1) animal sent in for a Rabies examination by the state tested negative. Two (2) complaints were investigated and handled. Two (2) permits were issued to bring in cattle from out of state. While barn inspections are ongoing the inspections included the following: 232 horses / ponies; 79 beef cattle; 2 dairy cows; 1 donkey; 23 goats; 11 bunnies; 2 fallow deer; 66 sheep; 13 pigs; 28 llamas/alpacas; 511 chickens; 62 misc. birds; 1 emu; 1 wallabee.

Numerous calls were received and returned to citizens and the Sherborn Police Department looking for information. Any animal bite or scratch breaking the skin should be reported to the Board of Health or Animal Inspector by leaving a message for Ms. Morrow at the Sherborn Police Station.

**Mosquito Control** - The Central Massachusetts Mosquito Control Project (CMMCP) currently provides its services to 41 cities and towns throughout Middlesex and Worcester Counties. The Project's headquarters is located at 111 Otis St., Northborough, MA. Project personnel are available to meet with any town board or resident to discuss the Project's procedures and activities. Our phone number is (508) 393-3055.

CMMCP practices Integrated Mosquito Management (IMM), blending state of the art methods and techniques with expertise, experience, and scientific research to provide our member communities with modern, environmentally sound, cost effective mosquito control. IMM encourages the use of non-chemical means to accomplish the goal of mosquito reduction.

The Mosquito Awareness program which we offer to elementary schools in our district is very popular. Project staff meets with students and teachers to discuss mosquito biology, mosquito habitat, and control procedures. Much of the presentation is directed towards what the children and their families can do to prevent mosquitoes from breeding around their homes. Slides, videos, handouts, and coloring books help to make this an interesting program.

As part of our effort to reduce the need for pesticides, our first line of control is our ditch maintenance program. By cleaning clogged and overgrown waterways, mosquito breeding can be reduced, drainage areas are returned to historical conditions, and water quality is improved. Source reduction, the elimination or reduction of a mosquito breeding source (i.e. water-holding containers), is practiced by alerting residents and business owners about potential mosquito producing sites they have created. They are informed about basic mosquito biology, and the need to eliminate these man-made breeding sources. A popular program for CMMCP is a source reduction program, i.e. tire recycling. Used tire casings are a preferred habitat for several species of human-biting mosquitoes, species that also carry disease. CMMCP has implemented a program to be offered in several variations to remove these habitats from the environment. This program was recognized in 2014 by the Commonwealth of Massachusetts with a "Citation for Outstanding Performance" and by EPA Region 1, with an "Environmental Merit Award".

Bacterial larval control with Bti (*Bacillus thuringiensis*) is used to treat areas where mosquito larvae are found and source reduction or wetland restoration is not feasible. We have an extensive database of known larval habitats, and we encourage the public to notify us of any areas they suspect could produce mosquitoes. Our field crews will investigate all requests and treat the area only if pre-determined thresholds of mosquito larvae are exceeded. Bti is a

naturally occurring product, and is exclusive to mosquito larvae, preserving other aquatic organisms in their habitat.

Our goal is to handle all mosquito problems with ditch maintenance, source reduction or larval control, but we recognize that there are times when adult mosquito spraying is the only viable solution. In such cases residential areas are treated with either hand-held or pick-up truck mounted sprayers. Applications are site-specific and are determined by weather, type of area and mosquito population levels. These applications are initiated by request of town residents, local or state officials. A phone notification system has been installed to announce potential spray areas for member communities on their scheduled evening, and this information is listed on our website.

The project's surveillance program monitors adult mosquito and larval population density, and is the backbone for prescribing various control techniques. We have expanded the adult collection program to monitor for West Nile Virus in our service area. Specialized traps are used as a mobile force for viral monitoring, and are placed in member towns on a weekly basis for routine sampling. If a WNV or EEE hot spot is identified, surveillance is intensified to sample mosquitoes in that area and these collections are sent in to the Mass. Dept. of Public Health for virus testing.

We operate a research and efficacy department which checks for efficacy of our products and techniques, and to research in new or different areas of mosquito control. GIS has been added to our operations to allow better data collection and analysis.

The Project has a website at [www.cmmcp.org](http://www.cmmcp.org) which has extensive information on our program, products we use, and mosquito control procedures. Requests for service can be made through the website, as well as pesticide exclusions.

Timothy Deschamps, Executive Director  
Timothy E. McGlinchy, Director of Operations

**Food Service Inspections** - During 2017, all Sherborn food establishments --including temporary events and non-profit/volunteer organizations-- were inspected on a regular basis for conformance with 105 CMR 590.000 of the Massachusetts Sanitary Code.

Education and guidance were provided to the establishment through communication by the food inspector to the person-in-charge at the establishment. The following important matters were communicated:

- Using gloves for RTE foods
- Proper sanitation/using sanitizer and test strips
- Hot/cold holding temps monitoring
- ServSafe Certification and Certificate of Allergen Awareness Training
- Anti-choking certification as required by law
- Food storage restrictions
- Handwashing sink restrictions
- Grease trap clean outs, for 3-bay sinks and septic systems
- proper storing of raw and ready-to-eat (RTE) foods in cold holding units;

Recently the Department of Public Health Food Protection Program adopted the 2013 Federal Food Code and merged it with the updated 105 CMR 590.00 Massachusetts Sanitary Code. For the next round of inspections the updated version will be implemented.

**Septic Systems, Wells & Community Health** - Mark Oram R.S., C.H.O., M.P.H., Health Agent, reviewed many septic system and well proposals as well as their construction in 2018. Building additions were also reviewed to determine the adequacy of the current septic system to accommodate the proposed addition. Investigations were conducted concerning failed septic systems, repair wells, and other public and environmental concerns. Many questions and concerns were addressed for people interested in the purchase of real estate and questions related to the repair of a failed septic system. Prospective buyers generate many calls regarding potential additions and the status of Title 5 inspection reports. Conferences with engineers and installers prior to construction of both new and repair/replacement/alteration septic systems are a routine measure that continues to take place to assure seamless construction of the septic system. Repair/replacement wells and required analysis testing for these wells often require additional reviews with the applicants as it relates to the water test results and the Board's regulations for both quality and quantity. The Board of Health allows for the Agent to provide emergency well approvals for homeowners who may be without water and to assist on various measures that can be taken while with a limited water supply.

Mr. Oram thanks the members of the Board of Health for their support and expertise, and the department staff including Ellen Hartnett, the BOH Administrator, and Jean Greco, Clerk in the Board of Health office, for their organization and assistance.

**Natick Visiting Nurse Association** - The Natick Walpole VNA is a nonprofit, community based, Medicare-certified home care agency providing high quality home health, palliative, and public health programs and services to people of all ages in Sherborn and over 40 surrounding communities.

The VNA provides home nursing services including physical, occupational, and speech therapy, medical social work, home health aides, maternal and child health services, pediatric nursing, and their services of a geriatric nurse practitioner. The agency also has nurses who are certified in intravenous therapy and wound care. The agency delivers telehealth services which encompass various technologies and tactics for delivering virtual medical, health, and educational services.

Alyssa Kaiser serves as public health nurse specialist. Her primary role is to provide public health services and educational programs for the towns we serve.

In 2018, the VNA provided the Town of Sherborn with services under the following health program categories:



**Home Care** - This service promotes good health and maximum functioning for disabled residents. The VNA conducts home assessments and provides home care visits, as well as health promotion visits for the residents of Dover, to elders with chronic illness or conditions, or, who might need information or access to services. Families interested in community resources can receive guidance from the VNA via telephone. This also applies to various town departments. The nurse or therapist providing the assessment or information will help identify services associated with the client's condition, always with a goal of preventing unnecessary hospitalization or institutionalization. When possible, the VNA may apply the reimbursement available for the care needed and provide services as ordered by the client's physician.

**Senior Health Assessment and Education Clinics** - These programs are coordinated in conjunction with the Council on Aging. In addition to providing health assessment and counseling, these programs are developed and led by our public health nurse specialist. The programs endeavor to address various health issues such as medications, various chronic disease and community resources that are available to assist.

**Maternal Child Health Services** - These visits and programs promote the health and stability of families during pregnancy, childbirth, and child rearing years. Our maternal child health nurse specialists, certified in lactation, provide assessment, teaching, and support through home visits.

**Communicable Disease Services** - These services promote the prevention and control of communicable diseases through case finding, education, and the provision of follow-up care consistent with and in collaboration with the Massachusetts Department of Public Health. Case finding is conducted through the state MAVEN system. Visits, education, and immunization clinics are all part of this service.

The Natick Visiting Nurse Association would like to thank the Sherborn Board of Health for their continued support. Residents should feel free to contact us at 508-653-3081.

Respectfully submitted,

SHERBORN BOARD OF HEALTH  
Daryl Beardsley, Chair

## Sherborn Library

The Library renovation and expansion project did not meet the original December 2017 expected completion date. Despite this disappointing delay, volunteer boards and Town staff continue to work diligently with the project contractor and architect to ensure they continue to meet their obligations to deliver a beautifully renovated and expanded Library. Town Counsel has also been involved to protect our interests with various parties involved in the project.

On December 11, 2018 the Trustees, Library Building Committee (LBC), and Select Board held a televised Public Forum to update the community on the status of the project and to explain the necessity of additional borrowing above the anticipated \$1 million presented at the 2015 Annual Town Meeting. The Trustees and Select Board had contemplated a Special Town Meeting to present the additional cost estimate for Town Meeting approval. However, when Town Counsel determined that authority to borrow had already been voted and recommended against a Special Town Meeting, the alternative of the Forum was chosen to inform the community of the project status and anticipated cost increase. Project FAQs can be found on [sherbornlibrary.org](http://sherbornlibrary.org).

The Trustees are grateful for the community's patience through this arduous process and for the empathy expressed by the Library project donors who quietly await the fulfillment of their generous intent.

**Library Building Committee** - The Library Building Committee (LBC) was appointed in June 2015 to what was then estimated to be a two-year commitment. The Library Trustees are grateful to Jim Kolb, LBC Chair, Mark Brown, Roger Demler, Richard Littlefield, Alexis Madison, Adam Page, Heather Willis, Libby Yon, and Trustee liaison Chris Kenney, for providing the continuity for an additional two years of the project's new completion date. The Trustees are also grateful to Jeff Waldron, Advisory Committee, Eric Johnson, Select Board, as project liaisons to the Town, Sean Killeen, Director of Facilities and Community Maintenance and Development, liaison to the general contractor and subcontractors for the municipal campus site work, and to Sharon MacPherson, Finance Director, for her budgetary oversight and reporting on project costs. Accountability and the focal point of responsibility are assigned to the Owner's Project Manager (OPM) and Site Representative as required by M.G.L. c. 149, §44A½, whose fees are funded by the \$3.6 public construction grant awarded to Sherborn by the Commonwealth of Massachusetts.

Project delays from the outset that were reported in the 2017 Annual Report impacted the schedule and workflow in the first year of construction. By January 2019, scheduling changes, costs associated with the longer construction, and schedule design changes are estimated to increase the project cost by \$2 million. Trustees now estimate late summer 2019 for completion and move-in.

The Sherborn Community Center Foundation (SCCF) Board of Directors has been graciously understanding towards the Library's extended stay during the construction duration. Trustee Chris Kenney and Library Director Elizabeth Johnston met with Sherborn Community Center representatives and finalized terms for extending the Library's lease into 2019.

**Trustees' Stewardship** - The nine-member elected Board of Library Trustees is organized into operational subcommittees who report to the full board at their monthly meetings. Throughout construction, the Library

Trustees worked in conjunction with the Library Building Committee (LBC) to review change orders, to communicate with Town leaders on construction changes and timelines to monitor project expenditures with the help of the Town Finance Director, and to evaluate changes to protect the quality of workmanship on the building and adhere to the Building Program that was approved and funded by the state.

In May 2018, Bruce Eckman, Chris Kenney, and Hank Rauch were re-elected to the Board. Lisa Schwarz who had been appointed to fill a vacancy, was elected to a three-year term. Trustee Officers Mary Moore, Chair of the Trustees, Jennifer Searle, Vice Chair, Jim Murphy, Treasurer, Brian Connolly, Recording Secretary were reelected by the Board. Kristiina Almy served on the Community Relations Subcommittee assisting with the website, social media, and PR. Current information about the construction project, minutes of all Trustees and LBC meetings, and other valuable Library information can be accessed at [sherbornlibrary.org](http://sherbornlibrary.org).

In 2018 Library Trustees reviewed and updated bylaws and governance practices as follows:

- Voted and passed unanimously a bylaw amendment to change the Library Finance Committee Chair to Library Treasurer.
- Voted and passed unanimously a bylaw amendment to update committee names.
- Asked the Town to bond the Library Treasurer.
- Confirmed the intentions of donors to give the custody of endowment funds to the Library Trustees.
- Moved the custody of historic endowment funds to the Town Treasurer where the original intention could not be confirmed.
- Signed a Memorandum of Understanding with the Select Board and Town Treasurer to clarify the Library endowment fund management and oversight.
- Voted and passed unanimously a revised investment policy
- Agreed to form a subgroup to explore forming a private, non-profit foundation to manage the Library's endowment funds.

**Library Endowment Funds** - The Trustees manage 18 distinct endowment funds for the benefit of the Sherborn Library.

- Over the past 25 years, the Trustees' stewardship and careful fiscal management has increased the value of the funds from \$400,000 to \$2,579,951 (as of Nov. 30, 2018).
- The Richard Saltonstall Operating Fund contributed \$41,856 and the Dowse Memorial Fund contributed \$4,240 to the Library's FY18 operating budget for a total endowment subsidy of \$46,096.
- Several endowment funds having restricted purposes are applied to programs and services that reflect the donors' intentions, namely the Mary B. Saltonstall Capital Fund, The Children's Endowment Fund, The Margery Babson Memorial Fund, The Henry B. Roberts Modern Fiction Fund, the Friends' Books

and Media Funds, The Pease Saltonstall Library Maintenance Endowment, and The Landscape Endowment Fund.

In addition to the \$2,845,833 gifted to the Town in privately raised funds in 2015 for the renovation and expansion of the Library, the Trustees made an additional gift from private funds in December 2017 of \$918,808.82.

In November 2018, the Trustees voted to contribute an additional \$284,334.97 to support the project from the following endowment sources:

- the available calculated balance as of November 30, 2018 of the Mary B. Saltonstall Capital Fund over and above \$25,000.00;
- plus (b) the available calculated balance as of November 30, 2018 of the Pease Saltonstall Maintenance Fund over and above \$30,000.00;
- plus (c) \$61,455.56 representing the remaining invested earnings balance of the Saltonstall Renovation Fund and Saltonstall Challenge Grant;
- plus (d) \$100,000.00 from the combined Children Endowment Funds according to their respective relative percentages;
- plus (e) \$47,324.50 from the Dowse Memorial Fund representing the initial one-half value of that account initially reserved for capital improvement purposes.

The total private contribution from donors to the Campaign and interest earned on the endowment to support the project is \$4,048,976.79. All statements of the endowment accounts are provided to the Town Finance department, are certified by the Town's auditors and reported in the ledger published in the Annual Town Report.

Additional endowment activity in 2018:

- The Sherborn Civic Beautification Fund made a \$1,000 contribution to The Library Landscape Endowment Fund in 2018.
- Library Trustees applied interest earned on the Landscape Endowment Fund to care for the 143 year-old purple beech tree on the Town Green, the beech tree on the West Campus lot, and other large trees surrounding the Library.
- The Sherborn Business Association made a contribution of \$600 for the acquisition of additional equipment for the planned Makerspace in the renovated Library.

**Friends of the Sherborn Library & Welcome Committee** - The Friends of the Sherborn Library is a registered 501(c)(3) nonprofit organization established in 1971. This dedicated group of Sherborn residents strives to bring valuable programming and enriching services to the Sherborn community as well as to provide a welcoming space within the walls of the Library. The Friends often co-sponsor events with other community groups by providing funding and PR. The Sherborn Welcome Committee is also a component of the Friends. Newcomers to Town are invited to special events to meet

their neighbors and are provided with information about local resources.

In 2018, Kaitlin Dunham and Ariana Delaney served as Friends' Co-Presidents. Their leadership demonstrated, once again, how central the Friends are to the perennial community spirit and generosity surrounding our Sherborn Library.

- The Friends' 46<sup>th</sup> Annual Arts & Craft Fair was held at Jameson Fields in May for the second year because of construction on the Municipal Campus. Fewer vendors turned out which affected revenues. 17 community booths and 17 children's booths ensured strong attendance.
- Funds raised were up slightly in 2018, as donations to the Friends Annual Appeal and proceeds from Trivia Night and "Friendsgiving" dinner offset a decrease in proceeds from the Arts & Craft Fair.
- The Sherborn Business Association supported a grant to the Friends for the summer concert series. The Sherborn Arts Council provides funding for many of the Friends' programs throughout the year that boosts the quality of cultural offerings for all ages.
- In December 2018, the Friends were the recipients of news that the Middlesex Savings Charitable Foundation has awarded a \$15,000 grant in their support of libraries in the towns where they have bank branches.

• These generous contributions all come at an auspicious time as the Library prepares to reopen in newly renovated and expanded space.

**Library Activity** - With 80% of the book and media collections in warehouse storage during construction, and limited seating in our temporary space, the Library directed its resources to building a better virtual library for patron access. The newly designed website, launched in March 2018 with a grant from the Middlesex Charitable Foundation, proved to be the perfect showcase.

- A subcommittee of Friends, Trustees, staff and patrons contributed to the content, aesthetics, and layout.
- The response was highly favorable: access to eBooks rose by 43% with 14% more patrons borrowing eBooks and 60% more residents downloading videos.
- Interlibrary loans increased by 17.5% as patrons took advantage of our mobile app to request from neighboring libraries.
- Popular digital magazines are available through the Library's website via Zinio and the Minuteman Library Network began providing a shared digital magazine collection in the OverDrive Digital Media Catalog.
- Online resources accessible through the website include Consumer Reports, the New York Times Online, Ancestry, Hoopla for music and movie downloads, and more.

People are strong on visiting the Library in person and this was demonstrated in the 30% rise in adult attendance at Library programs, such as:

- Special events co-sponsored with the Historical Society and garden clubs attract large crowds, and new recurring programs such as "Books, Brews, and Bites" at the Heritage and "Cultural Connections," which links library programs and resources with current museum exhibits, have as much momentum as our longstanding genealogy, cookbook, and Mah Jongg clubs.
- August "Library Crawl," where we served refreshments to visitors who followed an itinerary through Metrowest libraries, made a day of summer fun for families.
- Children's programs are abundant and diverse: 1,396 kids attended Library programs in 2018.
- Summer Reading Program is an institution that keeps children learning during school break.
- Creative use of the Library's 3D printer and hands-on STEM or STREAM themed activities.

We eagerly await the return to the Library and its new children's room and space for teens to gather and study to introduce many new innovative programs and services in "the living room of our community."

The Trustees wish to acknowledge Library Director Elizabeth Johnston who celebrated her 30<sup>th</sup> Anniversary in Sherborn in 2018. Her steady and creative leadership over the years has set a gold standard on so many fronts. She has proven invaluable to the Library, the Trustees, and the Town and she has earned a large debt of gratitude for the excellence she demonstrates daily managing the Library and for her unending perseverance during this difficult construction phase. Trustees also appreciate the good work by our wonderful Library staff who have adapted with resilience to reduced circumstances during the construction delays. Residents provide much positive feedback to the Trustees that the staff continue to deliver high quality service with alacrity and strive to make an inviting space of the "Old School Room" in the Community Center.

2019 will be one of Sherborn's most memorable years when we finally reopen the doors and build on our wonderful and shared story that is the Sherborn Library.

Respectfully submitted,

Mary O. Moore, Chair, Board of Library Trustees  
Elizabeth Johnston, Library Director

# Council on Aging

## Council on Aging Board Members

Helen Braithwaite: Chair, Libby Yon: Vice Chair, Sue Pierce: Secretary, Gerri Hawn: Treasurer, Tricia Caldicott, Joan Dunn, Panny Nichols, Christina Winterfeldt

## Associate Members

Ann Bekebrede, Doug Brodie, Sarah Bulotski, Shelly Cantor, Sonia Goldsmith, James Gorman, Bruce Gray, Rosemary Sorter, Ruth Stewart, Sally Tipton

## Staff

Karen Juhl: Director, Linda Bellefeuille: Elder Advocate, Nan Vaida: Elder Advocate, Ani Thompson: Program Director, Kathy Horigan Dye: Senior Cafe Director

**Friends of the Council on Aging Liaison:** Gerri Hawn

**Medical Supply Closet Manager:** Audrey Raycroft

**Our Mission** - The Sherborn COA was established in 1972 with the intent of enabling Sherborn Seniors to continue to be active in the community while remaining comfortable in their homes. Our goal is to assess their needs and develop programs to help meet those needs. We provide social, physical, recreational and intellectual activities through education and cultural endeavors. There are approximately 1080 seniors in Sherborn, age 60 and over, eligible to benefit from the many activities offered by the COA to improve the quality of their lives.

Also important is the role that the COA plays in the lives of the families of Sherborn seniors, educating and supporting families with programs and services both within and outside of our community. This encompasses information on medical, legal and financial resources.

## Programs & Services

**Lifetime Learning** continues to be one of the flagship programs of the COA. Each semester (fall and winter/spring) many seniors participate and experience classes taught by professors from local colleges and universities. Subjects such as Opera, Science, American Musical Theatre to name a few. Every Semester offers an opportunity to explore new topics and participate in thought-provoking conversation. We thank Ann Bekebrede, who develops the programming; Ani Thompson who liaises with the instructors and administers the program; and Pat Cassell, who provides assistive hearing and technical support.

**Exercise Programs** are offered for fitness and balance as well as flexibility and strength twice a week at St Theresa's Church. Pickle ball has been a huge success and we are currently working hard to secure court time for our senior Pickleball enthusiasts.

**Walking Club** meets monthly during the winter and bi-weekly in the spring, summer and fall. Seniors walk with a group leader depending on the weather for an enjoyable outdoor walk on trails or paths. The walks are often followed by coffee or a meal together. Check the LINK for the schedule.

**Healthier You!** - Cultivating Health and Resilience is a program which has been funded by the Baypath Elder Services. This is a six week program based upon the tools developed by Dr. Roger Landry. Healthy aging through exercise, nutrition and cognitive health. We were delighted to have Dr. Landry visit us and answer questions at our final meeting last year.

**Senior Cafe** is our Thursday luncheon program which is held at Pilgrim Church. We serve between 25-35 Seniors each week. Thanks to the generosity of residents, civic groups and area business we are able to provide healthy meals to seniors. An additional draw for this noontime event is the programming. From educational speakers to musical programs or interesting travelogues there is always something for everyone.

**Sherborn Men's Club** is a monthly luncheon which is held on the fourth Monday of the month (September through June) at the Heritage. This program builds a sense of comradery "among the guys" who share a meal, some stories and talk about what is going on in the town. This program is funded by the Metro West Health Foundation.

**Transportation** is offered throughout Metrowest and to the Boston area hospitals via a subsidized program with JFK Transportation. Vouchers can be purchased through the COA office at a discounted rate to ensure seniors have safe and reliable transportation to hospitals, shopping, visiting or medical appointments.

**Medical Closet** provides, at no cost to any resident, a loan of medical equipment to help ease the post-surgical transition or increase home safety.

**Legal Referral Services** provides seniors with questions on wills, trusts, healthcare proxies, homesteads and other topics.

**Shine Counseling** offers free one-on-one medical coverage/benefits advice through trained personnel on Medicare Part B.

**Information and Referral Services** assists seniors and their families on a wide variety of issues from caregiver services and adult day care to organizational services and housing options.

**Outreach Services** provide seniors in our community with support to remain independent in their homes. Our Elder Advocates work with seniors and their families to identify support services or social opportunities to keep elders engaged and active in our community.

**Travel Club** gives seniors the opportunity to visit museums, attend concerts or enjoy the BSO at Tanglewood! Events include transportation to and from the venue. We often collaborate with Dover and Westwood to expand our offerings. We have a number of trips scheduled.

**Breakfast with the Select Board** occurs quarterly (with rotating members) and gives seniors, or any town resident, the opportunity to get an update on the latest town initiatives as well as ask questions or voice concerns about what's going on in our town.

**The Link**, the newsletter of the COA. Our bi-monthly newsletter offers news and information on a wide variety of topics. It contains town programming and special events. It is mailed to every Sherborn town resident. We are grateful to Peggy Murchison for the design and the FRIENDS of the Sherborn COA who pay for the color printing.

**Being Good Fiscal Stewards** - The COA makes every effort to minimize its financial impact on the town through the contributions of our many volunteers and the sharing of resources with other town departments and organizations, as well as our local religious institutions. We also collaborate on programs with other COA offices.

The COA receives revenue from several different sources- the town budget, grants the seniors themselves and also the Friends of the COA. Of our total expenses (including salaries) 75% is paid from the town budget, 9% from grants and 16% from seniors.

We are very grateful to our volunteers, who range from middle schoolers to high schoolers, to residents with children in school, recent retirees or seniors themselves, and also for the support of other municipal departments and local organizations.

We are fortunate to be live in a community where we have a dedicated group, THE FRIENDS OF THE COA, who work tirelessly to provide the financial support for extra programming needs, respite care support and transportation dollars for our trips. This makes travel more affordable for our seniors. Thank you FRIENDS, and those that support them.

If you would like to participate in any of our programs or are interested in helping our seniors remain independent and engaged in our community, please call the COA 508 651 7858

Respectfully submitted

Helen Braithwaite, Chair

## **Tax Aid Committee**

Operating under the authorization of Massachusetts General Law Chapter 60, Section 3D, the Tax Aid Committee distributes to qualifying elderly (60 and older) and disabled low income resident home owners funds that have been donated by taxpayers when paying their biannual real estate tax assessment to the Town. Distributions are made based upon need as demonstrated by the application process.

The Committee is comprised of the Town Treasurer, a member of the Board of Assessors, and three other residents appointed by the Selectmen, and is responsible for overseeing the fund and its distribution to qualifying home owners. Because of the generosity of many tax payers who include donations in addition to their tax bill, we are able to provide monetary assistance to fellow residents in financial difficulty by granting assistance with their spring and fall real estate tax bills. The review of applications to determine qualification under specific guidelines, and the distribution of available funds is handled confidentially by the Committee. The Committee also advises applicants on other state or local programs offering tax relief for which they may qualify.

The General Law Chapter 60 has significant pertinence to Sherborn, as taxes have been escalating at a rate which has created extraordinary financial pressure on many elderly and disabled fellow residents on a fixed income who are paying an ever growing portion of their available funds for taxes. Many of these homeowners have been in Sherborn for many years, and our task is to help relieve that pressure for these citizens that qualify, so they will be able to continue to enjoy the benefits of our fine community.

Respectfully submitted,

Douglas S. Brodie, Chairman

## **Elder Housing Committee**

I'm going to start by thanking members of Sherborn Elder Housing Committee (SEHC), Dr. David Curtiss who is our liaison with Public Safety; Mike Kickham our treasurer; Joe Meaney our buildings and maintenance guru and Janet Walsh who oversees the upkeep of the grounds. The teamwork of this committee is extraordinary.

The town departments we interact with Fire (Chief Erron Kinney), Police (Chief Richard Thompson), and Community Maintenance Development (Director Sean Killeen) and Town Administrator David Williams have been very responsive in a time of need and we are most grateful.

Claire McClennan, the principal of Slawsby & Associates who oversees the day-to-day management of Woodhaven is an ever presence on site or by phone. Residents are encouraged to communicate directly with Claire when there is a problem within their apartment and the surrounds.

Our 24 units are fully occupied. The early spring through late fall the residents enjoy the pagoda near the center of the building complex.

This past year we had the misfortune to discover mold in our greenhouse. We remediated the problem and decided to stop using the space as a greenhouse. We are presently

researching how we can best incorporate the area into the community room.

In October it was determined that due to this past Summer's high humidity, heat and moisture issues, followed by a damp and wet Fall mold re-appeared in the community room. This was unrelated to the greenhouse situation. The community room was closed and as a further precaution various areas within the entire building were tested. It was determined that the problem was isolated to the community room. The remediation has been completed. Solving exterior moisture issues and replacing HVAC equipment is in progress.

This situation has afforded Woodhaven the time and opportunity to analyze the Community Room and begin to replace the furnishings that are suitable for Senior Living. The SEHC appointed a Residents Committee to research, evaluate the replacement of furnishings, paint colors, and floor covering, etc. and to make recommendations to the SEHC. As well an effort was made to keep all the residents informed and their input, understanding and patience was welcomed and appreciated.

SEHC can have up to 9 members. This past year we have functioned with 5 members. This seems to work well.

Our SEHC committee is fortunate to have an active participation of residents at our meetings. The lines of communications are super.

Respectfully submitted,

Katharine R. Sturgis, Chairman

## **Sherborn Housing Partnership**

The Housing Partnership Committee ("Committee" or "Housing Partnership") was revived in July, 2016. Since that time the Committee completed a Housing Production Plan ("HPP") approved effective June 9, 2017 and good for five years, or until June 9, 2022. The Committee continues to work on helping Sherborn achieve certification of compliance with the HPP. Based on the 2010 Federal Census, if the town adds 0.5% (7) Subsidized Housing Inventory ("SHI") units within a calendar year, the HPP will be "certified" for one year, or two years if the town adds 1% (15) SHI units. If certified, the town achieves "safe harbor" status, which allows the town to deny additional developments proposed under MGL 40B that don't fit the town's goals. Based on the 2010 census, Sherborn had 1,479 total housing units; of this number, only 2.3 % were SHI affordable units as of 2016. The total housing units in town will be counted again by the state with the upcoming 2020 census. The Housing Partnership continues to monitor various development projects in town for opportunities to increase the town's SHI inventory and gain certification of our 2017 HPP. As of this writing, very few Massachusetts towns have state-certified HPPs because

towns are primarily dependent on developers and market conditions to build affordable housing.

Since the Housing Partnership has no financial budget or legislative authority, the Committee agreed our purpose will be to continue to serve the role of an advisory, advocacy and educational body related to affordable housing. To increase the range of experiences and views on our Board it was unanimously agreed upon to continue to retain the valuable input of Reverend John Hudson as an associate member, opening two available spots on the committee. With Steven Tsai's departure to join the Advisory Committee, a total of three new members were added to the committee, Alycia Goody, Michael Haynes and Brett Piercy. All three new members bring valuable insight and have fostered great discussion as we continue to wrestle with how to fulfill our mission:

**Housing Partnership Committee Mission** - To increase the supply of affordable housing in Sherborn while preserving the character of the Town. A priority is to work toward the state-mandated 10% affordable housing stock with sustainable overall housing growth.

As part of the education and creative brainstorming process, the Housing Partnership have been exploring the best channels for creation of an entity to hold and manage funds specifically dedicated to the creation of affordable housing, either in the form of a municipal Housing Trust or a non-municipal Housing Corporation. To this end, in October several members attended a Massachusetts Housing Partnership Housing Trust workshop.

Several members of the Housing Partnership have a strong interest in finding a way to do a Habitat build here in Sherborn. We had an inspiring meeting with Bryan Clancy, the Board Member & President of Habitat for Humanity, Metrowest/Greater Worcester Chapter and Habitat's Metro West Executive Director, Debbie Maruca Hoak to learn about Holliston's experience finding land, funding and other challenges overcome to accomplish several Habitat for Humanity building projects. We learned a good deal about the Holliston Habitat experience both in building new houses and converting old houses into multifamily dwellings as well as criteria for conducting the lottery process to ensure the affordable home is counted as SHI unit. Habitat has some smaller projects which won't assist our housing SHI goals, but are of interest from a community building standpoint, such as the Habitat Repair program geared towards Veterans exterior home repair and Operation Playground projects for families. The Housing Partnership remains interested and continues to keep the prospect of a Habitat project as a viable goal.

The Housing Partnership continues to work closely with the Planning Board and others to evaluate development projects proposed to continue to make progress forward in a manner fitting Sherborn.

Respectfully submitted for the Housing Partnership,

Addie Mae Weiss, chair

## Farm Pond Advisory Committee

2018 marked the 20<sup>th</sup> year of an incredibly important but little known volunteer effort to monitor the water quality of Farm Pond. Spearheaded in 1998 by resident and former FPAC member (current Open Space Committee member) Tom Trainor, this program includes the gathering of data at the pond related to weather, air temperature, water depth, water clarity, water column temperature, and water column dissolved oxygen levels. Water samples are also taken for analysis at the UMASS Amherst Env Lab for a Total Phosphorus count, a key indicator of nutrient levels. Water sampling is also done – with samples subsequently frozen and often hand-delivered to a lab at UMASS for Total Phosphorus. Current FPAC member Adam Henry has joined Tom in this endeavor over the past four years and together this stalwart team has devoted long hours to this critical task. Rowing a boat full of equipment from the pond's edge to the “data benchmark buoy” in the center of the pond may be an enjoyable task on a June morning but Adam and Tom have been equally as intent on their goal of gathering data on cold and windy April and November days. The tasks, taking between 1-2 hours to complete, require the efforts of two people as one person performs testing while leaning over the boat's edge leaving the second person to balance the row boat and record the data. Especially tricky is the secchi disk depth transparency evaluation of water clarity during which a black and white disk is lowered into the pond until it is no longer visible. The evaluator must lean way out over into the water and peer through a tube while lowering a marked line with the secchi disk. It is a not a task for the unbalanced, uncoordinated, or non-multi-tasker!

Seeking to gather data during the elusive time of lake water-layer turnover, which is the seasonal mixing observed typically in early Spring and late Fall (mixing of three distinct water layers completely from the surface to bottom depths of pond) versus water that in the mid-summer season becomes quite distinct and stratified, Tom and Adam persisted in their efforts until as late as November 4<sup>th</sup> this year! Overall, 2018 included a total of 9 testing dates. Tom is working to compile a report to the Select Board to that will include data and plots across the years since 1998. He is working to formulate an approach to make some interpretations and see if there are any patterns emerging. Tom is also in the process of doing some literature searches for similar studies on other northeastern US lakes similar to Farm Pond (size, depth, volume, clarity, etc). Some longer term published studies (> our 20 years of data) are showing some effects of climate warming (including greater volumes of bottom anoxic/low-oxygen water layers and longer periods of low dissolved oxygen conditions). The very good news is that the data indicates that water clarity at Farm Pond has not diminished over these past twenty years while Total P samples on average have remained at relatively low levels (Total P has averaged at 8 ug/L from 1998-2018) as compared to many impaired lakes in Massachusetts where Total P levels often exceed 20 ug/L. Tom and Adam's contribution of time and expertise is invaluable!

FPAC member Jackie Martin was central to the continuation of FPAC's “Weed Warriors” efforts this past year to promote awareness and activism in support of Farm Pond, specifically in the area of protection against invasive weeds. It is of the upmost important to protect Farm Pond from invasive non-native aquatic plants that can rapidly take hold in bodies of water and render them unusable for swimmers and boaters. Removal of such weeds is extremely expensive and improvement is modest at best. Farm Pond was divided into 8 sectors and volunteers were assigned to each sector. The volunteers were given instructions and put in charge of monitoring their sector for invasive non-native aquatic plants approximately once per month over the summer and fall. Our Weed Warriors monitored their sector in a variety of ways: by boating, swimming and walking the edge of the pond. FPAC investigated one report of a weed sighting at the end of May and it was determined to be non-invasive and no invasive non-native aquatic plants were reported by our Warrior team. The presence of freshwater jellyfish, also a natural phenomenon in freshwater lakes, was also noted and reported to a group studying these organisms. FPAC would like to extend our gratitude to the Weed Warriors volunteer team of Steve Scrimshaw and the Sherborn Boy Scouts, Jennifer Satterthwaite, James Satterthwaite, Danny Satterthwaite, Sandy Jenkins, Clare McCarthy, Sophia Hill, and Nicholas Hill.

FPAC members were active in contributing to a Farm Pond Cleanup day on May 5<sup>th</sup> and worked with Sean Killeen and members of the Sherborn Highway Department to clear leaves from the beach, paths, parking lot, and especially the various storm water management features such as swales, rain gardens, and catch basins.

FPAC again participated in an outreach event at the Sherborn Library Fair on May 12<sup>th</sup> to educate citizens on the threat of invasive weeds to Farm Pond as well as to promote enthusiasm and accountability for the protection of Farm Pond. This year we again provided a “fishing focus” as FPAC has long been interested in engaging the fishing/boating users of Farm Pond in both protecting Farm Pond as well as watching for changes in it. During the library fair we provided handouts on fish species found in Massachusetts freshwaters and engaged younger residents with coloring activities. We welcome information from all Farm Pond visitors on type, counts, and locations of fish seen in Farm Pond. FPAC is interested in formalizing this information flow in order to follow through on a suggestion presented in the Farm Pond Management Plan of establishing a formal census of wildlife found in and around Farm Pond.

Many members of FPAC attended a Wellesley forum entitled “Saving our Ponds”. The forum provided some interesting information from the Charles River Watershed organization as well as a report on the condition of many ponds in Wellesley. Certainly most interesting to FPAC members were reports on some of the expensive remediation efforts the town has engaged in over the past ten years to manage Morse Pond, which is a well documented example of a situation we would like to

protect against. FPAC had many takeaways from the forum including some good outreach and education approaches. It was definitely a sobering reminder of how rare and fragile our Farm Pond is and how lucky we are to have this wonderful resource in our midst.

As always, our “TODO” list remains long and is always being added to. Our list of agenda items at FPAC meetings and our priorities for 2019 contain many carry-over items. We still want to evolve our boat washing station and we plan to continue with educational outreach events on the protection of Farm Pond to all Sherborn residents as well as abutters. We will continue the Weed Watcher and Weed Warrior program, possibly offering another town-wide training session on weed identification. We want to use the town website to provide useful information on initiatives to help protect the pond. We would like to understand more about wetlands protection regulations and their role in protecting the pond and be engaged and aware as the town undergoes several large development efforts so we can learn how to anticipate projects and how Farm Pond’s protection can remain a town priority. We also must complete several recommendations of the Farm Pond Management Plan including bringing a “Rapid Response Plan to Aquatic Invasives” and a “Surface Water Protection Plan” to various boards and committees for discussion and approval. Finally, FPAC wants to fully understand the effect on, and importance to Farm Pond of the town-owned earthen berm along the eastern border that separates the main body of water from a “lagoon” with inflow/outflow. FPAC has been gathering input on this structure and anticipates documenting the environment and recommending approaches for future maintenance of the structure.

At the center of our efforts is the hope that our actions inspire the use, enjoyment, and protection of Farm Pond. We encourage all residents to enjoy the beauty and tranquility of this wonderful natural resource. In your use of Farm Pond, we hope you remember to operate in a spirit of awareness and accountability for helping to protect it so that Farm Pond remains the beautiful treasure it is today well into the future.

Respectfully Submitted,

Catherine Rocchio, Chairman

## **Water Commission & Town Center Water Systems Options Committee**

The Water Commission and the Board of Selectmen formed the town center options committee (TCOC) in May of 2014 to study the technical and financial options for adding water and/or wastewater systems for the Town Center. This supports the Planning Board, Board of Health, Conservation and the public in understanding the possibilities for improving public drinking water safety and land use flexibility in the densely developed commercial, multi-family housing and civic center of

Town. The committee received \$20,000 from Town Meeting in 2016 to fund engineering studies in support of these boards. The Town approved a contract with Bristol Engineering Advisors (Bristol) to conduct this work.

Bristol developed some cost estimates for Town Center utilities. A public well system would cost around \$4 million. A shared septic system for all of the Town Center would also cost around \$4 million but could be economically be done in phases or perhaps just the business district for around \$2 million. Next steps would be to proof test a full scale well for perhaps \$100,000. On site feasibility tests for a shared septic field would require about \$40,000.

During 2017 the committee worked with Bristol on costs estimates and provided detailed data on the properties in the center. We met with the Conservation Agent and Bristol in the Price Woodlands to verify that the site is practical. We met with a lawyer, Christopher Woodcock, for his insight on how towns finance utility systems and options on how the costs could be recovered. We presented a progress report to the Town at the start of the annual Town Meeting. This year we will help the Planning Board explore the many options and ambitions for the Town Center.

In 2018 the committee started on a detailed list of properties in and around the town center to study various ways of apportioning costs. The list contains current property values, septic capacities, property dimensions and size, frontage, zone, and use. This will input into a program that will apportion costs to properties based on selected criteria. The committee met with Dover as they were selecting a contractor who will assess the long term viability of their very similar water resources.

Later in 2018 the committee started to consider the opportunity presented by the LyBarsky’s proposal to develop 41 N. Main Street wherein they propose to share the use of and cost share at least a wastewater system, and perhaps a public water supply, for the town center and their properties. The methods for financing and construction are evolving. They funded an engineering test of the ball fields and found that the fields appear to have good characteristics for a wastewater recharge area. The committee will be considering what the long term water and sewer needs of the town center independent of the proposed development so that any joint venture does not jeopardize the town’s interests.

Respectfully submitted,

Roger Demler, for the Water Commissioners & Town  
Center Waters Options Committee  
demler@msn.com

## **Sherborn Open Space Committee**

The Open Space Committee's overarching goal for 2018 was to complete Sherborn's new Open Space and



Recreation Plan (OSRP) and get it approved by the Massachusetts Department of Energy and Environmental Affairs. State approval is important because it makes the town eligible to apply for and receive a variety of grants from the Division of Conservation Services for the next seven years.

This involved collecting and organizing detailed information about all properties under conservation or other restriction, rare and endangered species in Sherborn, ADA accessibility features of recreational facilities, population trends, and many other features of Sherborn geology, water resources, landscape and land use. The information was used to generate many informative tables and maps, supplemented by photos and narrative text. The Committee collaborated with the Planning Board in engaging an editor to produce the final publishable layout of both the OSRP and the town's new Master Plan.

The edited OSRP was submitted to the Dept. of Energy and Environmental Affairs in September, and returned with a request for additional text and data in October. The Committee collected more data, added more maps, revised the Plan, and resubmitted it to the state in December. A letter of final approval was received within a few days.

Print copies are now being produced and distributed to various boards and committees. They will be available for public viewing and use at Town Hall and the Sherborn Library. The digital version of the Plan includes informative digital maps and active links to sources, supplementary information, and mapping resources. It is now available on the town website, [sherbornma.org](http://sherbornma.org) (select the tab: Planning Documents).

Looking forward, the OSC intends to begin the second phase of its original mission: to oversee and promote implementation of the Open Space and Recreation Plan. This will involve keeping abreast of current science, innovative strategies, and potential funding sources for open space management and protection, and implementing educational efforts to foster public awareness and support for protection of Open Space and Recreation in Sherborn.

Respectfully submitted,

Marian Neutra, Chair

## Conservation Commission

The Sherborn Conservation Commission (the "Commission") is charged with "promotion and development of natural resources...and protection of watershed resources." Under these powers the commission undertakes planning, acquiring, and managing open space, and encouraging and monitoring conservation and agricultural preservation restrictions. These duties can be roughly broken out into two main responsibilities:

First, protecting wetland resources located in the Town of Sherborn. Wetland resource areas play a critical role in preserving the Town's quantity and quality of groundwater, water storage to aid in flood control, and supporting habitat for diverse plants and animals. The Commission carries out its charge by regulating construction activity and other alterations in or near wetland resources.

And second, the Commission manages approximately 800 acres of public conservation land and two conservation restrictions.

Additional information related to the mission of the Commission can be found at the Massachusetts Association of Conservation Commissions (MACC) website (<http://www.maccweb.org/page/AboutConCommMA>).

The Commission in 2018 began to emphasize its role in educating Sherborn residents about a variety of conservation issues of broad interest.

The Commission is comprised of seven volunteer commission members, each of whom is appointed by the Town's Select Board, and currently has one associate member. The Commission's Administrator/Agent, assisted by an Administrative Assistant, is responsible for processing and reviewing all submissions, helping Town residents understand and comply with state and local requirements related to wetlands, and fielding general inquiries about wetlands, open space and storm water management issues. Our Agent also assists with the management of conservation land.

## Wetlands regulation

### During 2018, the Commission:

- received and reviewed (21) Requests for Determinations ("RDAs"). (Each RDA asks the Commission to determine whether/how the construction, land maintenance or other activities described that are within the jurisdiction of the Commission can proceed with more limited conditions and without a more detailed Order of Conditions);
- issued (4) Orders of Conditions (i.e., specific conditions that help protect wetland resources) for proposed projects in response to Notices of Intent, which are detailed applications;
- issued (1) Order of Conditions Extension;
- issued (1) Order of Conditions Amendment;
- issued (0) Order of [Wetland] Resource Area Delineation;
- initiated (3) enforcement actions in connection with violations of state and local wetland laws;
- issued (9) Certificates of Compliance for completed projects;
- reissued (1) Certificate of Compliance that had never been recorded;
- issued (7) Emergency Certifications; and

- granted (27) Administrative Approvals covering primarily construction projects that are outside of Commission jurisdiction.

**40B Developments** - Under state law, 40B projects can, under certain circumstances, avoid local regulatory controls; several have come to Sherborn.

The Commission's denial of a permit for The Fields at Sherborn in 2015 was appealed to DEP by the developer. The denial was overturned by DEP, and the Commission decided to appeal that decision to a DEP administrative judge. During this latter appeal period, a settlement was reached based on negotiating project changes that lessened expected adverse wetland impacts, such as moving construction out of the inner buffer zone.

In coordination with other town boards, the Commission continued work from 2017 on the Notice of Intent/permit hearing for Sherborn Village, a 55+ 40B development located at 59 North Main Street. This work led to a permit with conditions that include protecting and restoring significant wetland buffer zone areas.

**Regulatory amendments** - Recognizing from experience gained through multiple large projects that parts of the Commission's wetlands regulations could be clearer and better supported, the Commission began a process to strengthen the regulations, clarifying where they are stricter than the state regulations and why, and began adding detailed performance standards to help guide applicants and the Commission in 2016. Specific amendments process was put in place in 2017, and some work on the possible impacts of large projects continued into 2018.

**Barber and Other Reservations** - The Commission continues, with modest Town funding, to maintain the trails and open space of the properties under its jurisdiction. Five of these with fields – the Barber Reservation, Hidden Meadow Reservation, Schoolhouse Lot, portions of the Leland Mill Pond Reservation, and the Hopedale Reservation – require the bulk of its attention. The Commission, on behalf of the Town, is very grateful to the Sherborn Forest and Trail Association, the Sherborn Rural Land Foundation, Upper Charles Conservation Land Trust, and numerous individuals who have volunteered to assist in this work, or have contributed funds and services at reduced cost.

During 2018 the Commission continued to focus on improvements to Barber Reservation (180 acres) as its highest priority, as it is one of the most heavily used and versatile areas of open space in town. Much of the work was financially supported by DCR Forest Stewardship Matching Grants that the Commission has been awarded.

Major improvements at Barber Reservation included:

- Continued trail maintenance, which included some trail closures to deal with erosion issues and limit wetland impacts, and several bridge construction and drainage projects.

- Continued brush hogging of field edges to manage woody growth and field mowing per an ecologically minded regime;
- Continued vegetation management under the DCR matching grants to promote native vegetation growth, ecological diversity and habitat improvement with the intent to compare the results from various methods of invasive species removal to inform future work. Among the methods employed were innovative techniques such as controlled goat grazing and the use of tarping to suppress undesirable plant species, in addition to more standard manual pulling and cutting. Invasives are also being monitored and addressed in the area managed under a forest stewardship plan.
- To explore the impact of deer on forest vegetation, fenced areas that exclude deer continued to be monitored.
- With the use of DCR funding, volunteers have established a demonstration garden next to the historic barn. The garden was designed to show that plantings of native shrubs, perennials and grasses can be beautiful while requiring less maintenance and less watering.

The Commission continued its efforts to open the field borders at Hopedale Reservation and began looking at invasive flora populations at Hopedale and other reservations to develop invasive management plans. The presence of an aggressive invasive species, swallowwort, at Hopedale and Hidden Meadow Reservations spurred the initiation of a multi-event mowing regime in 2018 to control the population while a long-term solution is developed.

**Public education/Community Involvement** - With assistance from the Forest and Trail Association, the Commission rebuilt the kiosk at Barber Reservation and improved and expanded the educational postings in that kiosk; held two public walks focused on conservation issues; and held a public informational lecture program with a talk on deer management given by the MA state deer biologist.

Emma Stiller, a Dover-Sherborn High School student created a valuable invasive species identification poster to aid the Commission in educating the public on this important topic. The Commission plans to use the poster in its land management kiosks and on social media. The Commission thanks Emma for her valuable work.

**Strengthening Protection of Conservation Land** - In December 2018 the Commission voted to prohibit the use of snowmobiles on all conservation land. This change was made based on public discussions and significant resident inputs. The Commission is in the process of modifying the regulations that govern the use of those properties to reflect this change.

**Staff appreciation** - The Commission wishes to express its deep appreciation for the efforts of Administrator/Agent, Allary Braitsch, and the Administrative Assistant, Elizabeth Laracy. The

Commission thanks them for all their hard work in helping the Commission carry out its responsibilities.

Respectfully submitted,

Neil Kessler, Chairman

## Land Acquisition Committee

Many of the Town's parcels are protected by MA Ch 61 tax classification, which requires the parcel's owner to notify the Town if he/she intends to withdraw from the 61 classification. This gives the Town time to react and, in some instances, the option to purchase the parcel. In addition, other large parcels, which are not in 61 tax classification, may become available for development while they are of interest to the Town.

To position the Town to be able to assert its interest in any of these parcels, the Committee has made significant progress in developing a comprehensive inventory of parcels which may hold the greatest value to the Town (those of 20+ acres and selective smaller parcels) and assessing the potential opportunity for those parcels to be used for open space, recreation, municipal needs, environmental resource protection, and/or trail linkages. In 2018, the Committee developed an inventory of parcels of less than 20 acres which it deems to be of strategic importance to the town. The goal is to provide the Board of Selectmen (BOS) with valuable information to act on, should these parcels ever become available. This inventory will also identify parcels of historical significance to the Town, as well as parcels key to retaining the Town's rural background. The Committee also has developed a specific process for the BOS to follow should Chapter 61 or other parcels of interest ever be made available to the Town.

The composition of the Committee has changed in 2018. Laura VanBlarcom has stepped off and Seth Molloy has filled her position. Jeffery Waldron has stepped off because of his Advisory Committee role and will fill his position with a representative of Capital Budget. The committee and their sponsors are:

- Eric Johnson – Moderator
- Marian Neutra – Planning Board
- Jessica Jackson – Conservation Commission
- Seth Molloy – Open Space Committee
- Warren Wheelwright – Board of Selectmen
- Frank Jenkins – Chair/Moderator

The Committee has also benefited from the deep knowledge of the Town and its culture held by George Fiske, President of the Sherborn Rural Land Foundation. George has attended all of our meetings and has led discussions of the relative merits of various parcels.

Respectfully submitted,

Frank C. Jenkins, Chair

## Town Forest Committee

The Sherborn Town Forest Committee was established to maintain and oversee the portion of public land known as the Sherborn Town Forest.

The Firewood program has had a busy season. Program founder, Robert Ambos, has been restructuring the administration of the team to bring about shared leadership. The proposal for the Sherborn Town Forest Firewood Program for Fiscal 2019 was submitted to the BOS. Fees remained the same as for fiscal 2018.

Ongoing issues included further discussions about implementations of the forestry plan for the trail off North Main St. We continue to have an issue with the railroad crossing repair which is necessary for some of the work to take place.

In January, the TFC was asked to participate in an event run by the Department of Conservation and Recreation to co-host a celebration of the state's town forests in September of 2019. The Sherborn Town Land Management Task Force would organize the project with help from the various committees that are part of the group.

In August, following a request to allow a new, special trail for bicyclists near Mount Misery, the Committee voted to approve the concept with conditions. The trail has been developed as planned.

Hunting was again allowed in the Rocky Narrows area. It was organized by the Trustees. The TFC was asked to join the program because our land abuts the Trustees land in that area. It is for bow and arrow hunting only and is in effect from October 1<sup>st</sup> to December 1<sup>st</sup>. Our rules are for Monday-Friday only.

Respectfully submitted,

Margaret Robinson

## Historical Commission

Historical Commission's charge is to use and update the Sherborn Historic Assets Survey to document the historic resources of the town and to make the information it contains available to the citizens of the town and to other town Boards and Commissions. As we continue to lose houses and other buildings on the Survey to development and neglect it is increasingly important for town bodies to plan carefully when historic assets are involved and may be impacted. We provide advice to other Boards and Commissions and general education so that the public understands and better appreciates our history. We also provide opinions to the Massachusetts Historical Commission on local projects that involve Survey resources that require state or federal funding or permits.

Our major focus for over a year has been the restoration of the Memory Statue and Monument. We wrote a grant

application for matching funds from the Massachusetts Preservation Projects Fund, a matching grant application that was encouraged and supported by the Select Board and Advisory. It was awarded and matching funds voted by Town Meeting, allowing for the restoration of Sherborn's most significant piece of public art to its historic appearance at the time the gift of the 8 foot bronze statue by Cyrus Dallin and the surrounding monument was given by William Bradford Homer Dowse in 1924. The restoration was completed in June and a joint re-dedication ceremony sponsored by the Commission, the Historical Society and the Library took place in September.

The historic site sign program instituted by the Commission has resulted in an informational sign tracing the history of Farm Pond, again with the help of the Historical Society by providing photos from their collection to illustrate the time-line design that we developed. The educational sign has been fabricated and will be installed at the Pond near the parking lot in the Spring. A survey sign for the Farm Pond Bathhouse, built by the WPA during the depression, and donated by the Commission, will also be mounted on the building. It is our hope that these educational efforts will give people a greater appreciation for these assets that are visible reminders of our Town's interesting history.

We continue to advocate for the preservation of the Whitney Paul Tavern at 41 N. Main Street to include an appropriate reuse of the interior and a respect for the important historic context of the buildings which are the centerpiece of our downtown as one enters Sherborn.

Two of our members were appointed to a Planning Board subcommittee involved in drafting a major section of the Sherborn General Plan and they have been active in reviewing and commenting on the draft as it moves toward its final form.

Respectfully submitted,

Peggy Novak, Co-chair  
Susie Wheelwright, Co-chair

## Historic District Commission

The Sherborn Historic District was established to promote the preservation and protection of the distinctive characteristics of buildings and places within the district that are significant to the history of the Town of Sherborn. The Historic District Commission works with district property owners to ensure that the architectural legacy of their historic buildings will continue to provide our community with a lasting and tangible sense of the past while meeting present needs. Construction on the exterior of a building located in the Local Historic District and visible from a public way or place requires review by the Sherborn Historic District Commission.

During 2018, the following applications were considered:

**Pilgrim Church, 25 South Main Street.** On February 9 Kevin Caldwell of Caldwell Architectural Associates submitted an application on behalf of Pilgrim Church for a Certificate of Appropriateness to replace the existing 1980's chairlift structure on the south side of the main church building with a larger structure in approximately the same location to house a modern elevator and the necessary machinery. After several meetings with the architect and members of a committee from Pilgrim Church to refine the design of the structure and the materials to be used, on March 19 the Commission voted unanimously to issue a Certificate of Appropriateness for the project.

**8 Washington Street.** On October 22 the owner, Sarah Darin, and her contractor, John Gulliver, appeared before the Commission to discuss repair of an existing garage building. The Commission agreed that the design and materials were appropriate and voted unanimously to issue a Certificate.

**North Main Street Sidewalk.** On October 22 members of the Planning Board and Gino Carlucci, Town Planner, appeared before the Commission to discuss a grant received for the construction of a section of sidewalk along North Main Street in front of the historic Dowse Memorial Library Building and the Abbey Road project. The project would require moving approximately 18 feet of the historic stone retaining wall back 32-36 inches. The wall would be reconstructed on an angle to accommodate the width of the sidewalk. After discussion of the ADA and grant requirements, and any possible alternatives, the Commission voted unanimously to issue a Certificate of Appropriateness with conditions requiring the use of appropriate materials: existing stones are to be reused where possible, and any new materials must match the existing wall materials, including mortar color and texture. The cap must also match the existing one in color, material and size. Any changes in construction or material must be reviewed with the Commission.

Respectfully submitted,

Ron Steffek, Chair

## Cemetery Commission

The word Cemetery is derived from the Latin term "sleeping space". The Sherborn Cemetery Commission is charged with maintaining a peaceful place for the dignified disposition of human remains in accordance with state statutes and municipal by-laws. We operate on the premise that a high quality of customer service is derived from committed and compassionate people working to provide optimum service, whether it be helping bereaved families, interments, assisting with public inquiries, administrative duties, or grounds maintenance and beautification. These are, and will continue to be, our primary functions.

For the benefit of all and to prevent further damage to gravestones, we remind everyone that ***dogs are not permitted in any Sherborn cemetery.*** In addition, we ask

that *patrons take all containers, wreaths, etc. home to recycle or dispose of in a timely manner.*

It takes a village to maintain our cemeteries and we are very appreciative of the support we get from our community. Nat Dowse digs our graves and is on-call for many other tasks as they arise; Jim Koshivaki is his backup. CMD plows and sands Pine Hill as needed. Charles Blaney keeps the water tank full. Bob Buntin Jr. maintains Pine Hill's aged water system, checking pipes for leaks, opening and closing the system in the spring and fall, and ensuring our pump continues to do its job. He also sets veteran's markers. Veterans' Agent Doug Brodie puts flags on veteran's graves and Sherborn's Fire Department does the same for former firefighters. Over the years a generous Sherborn resident planted many naturalizing daffodils and lilies at both Pine Hill and Central cemeteries; they look wonderful and are greatly appreciated by visitors. (More are always welcome.) Several Sherborn Brownie and Girl Scout troops put spring flowers in planters at Pine Hill and Central cemeteries. Thank you one and all. We very much appreciate all you do.

The largest part of our budget is for maintenance, which has been happily contracted out for the last twenty-some years. This saves the town money as we have no equipment (we had a truck, mowers, etc.; we don't own them anymore) and no payroll (including benefits, pensions, health insurance, vacation time, etc.). We are very fortunate Andy Errico, our long-time landscape-maintenance contractor, recently signed a new contract for FY 20 with us!

Commissioner Susan Tyler continues to clean, photograph and document gravestones at all eight town cemeteries. She continues her work on inventorying and GPS mapping our cemeteries, and each gravestone, so they can be available on the internet – at [www.findagrave.com](http://www.findagrave.com). This past year a military gravestone was finally installed for a soldier in the Civil War who died in 1902. Thanks to a grant from the Sherborn Business Association, granite posts with hitching rings were installed around the lots of the original ministers of Sherborn. This coming year will see Victorian style chain installed on them. And, look for new signage to go up at each town-owned cemetery.

Historic gravestones in need of repair have been identified and Susan is working to repair and stabilize them. We are close to having our maps computerized in a user-friendly computer program.

We lost several trees to disease and drought this year. The Commission is still developing the new full-casket area at the back of Pine Hill and we have begun using the area along the back road. These projects have been entirely funded through the sale of lots — no taxpayer dollars are involved. In addition the drainage project is underway as we write this report. Hopefully it will be complete and the roads rebuilt and/or repaired - completion date in July 2019.

Our plans for 2019 include finishing the drainage at project at Pine Hill, installing signs to identify each cemetery, tree work, cleaning and stone resetting, and hopefully a “Walk Through History” tour of Pine Hill Cemetery in the early fall.

There were 7 cremation and 10 full-casket burials at Pine Hill Cemetery in calendar 2018.

<b>Name (age), residence.</b>	<b>Date of Death</b>
Richard Haines Stover (81), Sherborn, MA.	11/01/17
Marilyn Jean Pucci (82), Meredith, N.H.	02/01/18
Claire Fair (89), Atlantic Beach, FL	11/24/17
Dorothy Ann McCabe (79), Sherborn, MA	04/12/18
Elise H. Taylor (68), Ware, MA	04/25/18
John C. Bernardi (62), Sherborn, MA	06/02/18
Harriet J. Adelman (77), Natick, MA	07/07/18
Charles David Lloyd (88), Natick, MA	07/17/18
Kathleen A. Boudreau (71), Newton, MA	07/12/18
George X. Pucci ((92), Meredith, N.H.	09/08/18
Gail M. Cronin (83), Sherborn, MA	09/18/18
Julia Mae Lyndell Harmon (17), Sherborn, MA	07/07/18
Irene (Chase) Crawshaw (94), Sherborn, MA	08/23/18
Bradford Wright Lewis (48), Shrewsbury, MA	09/12/18
Charles Ohmer Coudert (87), Framingham, MA	09/16/18
Janet Marie Justiniano (54), Walpole, MA	10/09/18
George E. Cody (73), Franklin, MA	08/12/18

Respectfully submitted,

Chuckie Blaney  
Cemetery Commissioner

# SCHOOLS

## Superintendent of Schools

Andrew W. Keough, Superintendent

Greetings to the communities of Dover and Sherborn. I am pleased to submit this, my second annual report for your review.

The Dover Sherborn Public Schools are in excellent shape and our students continue to excel. In fact, Dover Sherborn Regional High School was once again ranked first in the state by *Boston* magazine in its August 2018, "Best High Schools" issue. Although we should never equate our success simply with test scores and rankings, it is important to acknowledge that the hard work of our staff and students continues to pay off. I am continually impressed not only by the many accomplishments of our students, but of their generosity of spirit and commitment to important social causes. One need only attend the local election and you will see the young men and women of our district collecting food for those who are less fortunate. This commitment to the greater good is a tribute to the parents and educators in these two communities and should inspire us all.

At Dover Sherborn we remain committed to our Core Values, which are: **Commitment to Community, Equity and Excellence, Respect and Dignity, Climate of Care.** These values represent not only what we will adhere to as a district collectively, but what we want to see exhibited by all members of the school community at all times. I hope you, our citizens, will support us in promulgating this message and reinforce these ideals, particularly with the young people you encounter in town.

Along with adhering to our values in all that we do, the Dover Sherborn Schools are mission and goal driven. As such, we strive to achieve the goals outlined in our District Strategic Plan. Our key areas of focus currently are:

***Innovative Teaching and Learning,, Health and Wellbeing of Students and Staff, Partnerships with Families and Communities,, Safe and Innovative Facilities, , Resource Efficiency***

You can read more about our Strategic Plan and the Action Plan established to accomplish these goals on our website: [www.doversherborn.org](http://www.doversherborn.org)

As called for in the Strategic Plan, this past fall we secured the services of an outside consultant, Dorsey Yearley, to conduct an audit of our special education administrative structure and programing. Ms. Yearley is an experienced former special education administrator from the Wellesley Public Schools and has conducted a number of reviews in surrounding communities. The primary aim of this review was to examine the ways our administrative structure and programing might be reorganized and re-prioritized to ensure even greater efficiency of our resources and most importantly, the best delivery of services to our students. We are continuing

with this work and are confident that the final result will improve our system not only educationally, but financially.

Also noteworthy with regard to finances is the fact that in 2018, employees from the Region and Dover moved to new health insurance offerings, referred to as Benchmark and High Deductible. These changes were mutually agreed upon and will result in what we believe is a better product at a more reasonable price. As a testament to these efforts, there was no increase in health insurance costs at the Region and in Dover and we are not anticipating an increase in the second year of implementation. I want to thank the members of the Region and Dover's Employee Benefits Committee for working collaboratively for meaningful changes that will benefit our systems for years to come.

There were a number of administrative changes in 2018 to report to the communities. At the Central Office, Director of Special Education, Christine Smith departed the system in August for a position closer to her home. She was replaced by Interim Special Education Director, Deborah Dixson. Additionally, Dawn Fattore who had been serving as the Interim Business Administrator was named the permanent Business Administrator for the system. At the High School, Athletic Director, Jeff Parcells accepted a position in Medway and will be replaced in the short term by an interim director. At the middle school, Assistant Principal Brian Meringer accepted a position as a middle school principal in Arlington and was replaced by Steven Wroblewski, a former teacher at Wellesley High School. In Sherborn, Assistant Principal Jackie Daley accepted a principal's position in Lexington and was replaced by former Lexington teacher, Allison Gullingsrud. I want to thank all of the aforementioned individuals who have served our two communities so well and wish them the very best in their new endeavors. I would also like to welcome our new hires and wish them well in their new positions.

Sadly, we live in a time where school safety has increasingly become a concern. As a result, we have taken steps to become more vigilant in this regard. Included in this process was a security audit of our five buildings (including Lindquist Commons), conducted by Synergy Solutions. They made a number of recommendations for how we could shore up our facilities in this regard and we have taken a number of steps toward doing that. This work will continue moving forward. Additionally, working in collaboration with local law enforcement and Synergy Solutions, we conducted security training of all staff, entitled Lockdown, Leave, Live. It was well received and left staff members feeling more secure and better informed about best practices. Our system wide Emergency Response Team continues to meet regularly to revisit our emergency protocols and to prepare for the unforeseen. I would like to thank the entire Dover Sherborn Leadership Team, our School Committees, and especially Chief Peter McGowan



(Dover) and Chief Richard Thompson (Sherborn) for their unending support in this regard.

In 2018, with the support of the school committees, the Dover and Sherborn boards of selectmen, and the towns' taxpayers, we made a number of capital improvements. At the Regional campus, improvements included replacing the roof of the courtyard at the high school, repaving the middle school and high entrances, and replacing floors and exterior doors in the Lindquist Commons. At Chickering School, on the heels of the building-wide air conditioning project, all capital upgrades were managed through the operating budget. At Pine Hill Elementary School the most significant work included the replacement of cafeteria and hallway floors, and the refurbishment of the concrete walkways in the front of the building. We appreciate the continued support of Dover and Sherborn and the tireless efforts of our maintenance and custodial crews, who keep our facilities in top condition.

The pages that follow provide worthwhile information related to our schools, school committees, staff, and community education program. Additionally, all citizens are again invited to visit our website at [www.doversherborn.org](http://www.doversherborn.org) for further information about our four schools.

## **Sherborn School Committee**

2018 was an eventful year for Pine Hill School. We said goodbye to our beloved Vice Principal, Jackie Daley, as she took a job as a principal in Lexington. Next we welcomed our new Vice Principal, Allison Gullingsrud. Allison has been at Pine Hill since October and has quickly endeared herself to staff and students. Greg Garland, a 6 year Sherborn School Committee member and Scott Embree, a 3 year school committee member finished their terms. We are grateful for their years of service and guidance at Pine Hill. Greg and Scott were replaced by Megan Page and Amanda Brown. Both Megan and Amanda have children at Pine Hill and experience working in schools. They have brought fabulous energy and insight to our committee.

Pine Hill started the 2017/2018 school year with 397 K-5 students. The discussion of student population decline was discussed throughout the budget process leading up to this current school year. The school committee made the decision to reduce Pine Hill by one classroom section, going from 21 classrooms to 20. This shift reflected our current student population and kept our class sizes in accordance with our class size guidelines.

FY 2018 in-district expenditures ended with a positive operating variance of \$114,415 representing unexpended funds for SPED services due to changes in student needs, utilities, building maintenance and staffing changes. Out-of-district activity resulted in a negative variance of \$66,584. This was due to multiple special education placement changes throughout the year. Although we experienced a negative variance in out of district

expenditures, we were able to offset these with the positive variance from in-district operations.

Regarding student assessments, students in grades 3-8 participated in the Next Generation MCAS in English Language Arts and Mathematics in the spring of 2018. Only students in the 5th grade participated in the science exams. Our students scored between 71% and 90% in the meeting expectations category or higher in English Language Arts, and between 73%-86% in Mathematics.

Peter Gimblet and his staff remain committed to keeping the Pine Hill building in top shape. This past year Pine Hill was the recipient of a new phone system, a new walk in fridge box for the kitchen, new hallway floors and repairs to the outside concrete walkways. We are thankful for such a devoted custodial staff who have helped keep our 60 year old building in excellent condition.

As always, we are grateful to Dr. Brown, the administrators and the teachers for their continuous commitment to the needs of our students. The work they do in the classrooms and with their own continuing education underlines their respect and concern for others and excellence in learning, clearly representing our school's core values.

## **Dover Sherborn Regional School Committee**

Our mission is to distinguish ourselves through innovative teaching and learning experiences that inspire all students to pursue their individual passion for learning and excellence while we continue to be a nationally recognized, high-performing school system.

**Enrollment** - As of October 2018, enrollment in the D-S Regional Schools was students, an increase of 9 students from the previous year. During the past decade, the Dover-Sherborn Regional School District (the District) has been experiencing an enrollment "bubble" that has progressed through the Dover-Sherborn Middle School (DSMS) and Dover-Sherborn High School (DSHS), with total enrollment varying within a narrow band since 2012. However, current projections show enrollment in the District remaining within this narrow band through at least 2023 and likely beyond. Clearly, the desirability of having their children attend Dover-Sherborn schools is encouraging families to move to our two towns. Any large-scale development projects undertaken in Dover or Sherborn would likely further increase enrollment.

**District Strategic Plan** - The Regional School Committee supports Dr. Keough's strategic objectives for the district. With a clear vision and mission our administration, staff, students, families and community will continue to support our district in the coming years.

Details are available in the Superintendent's report and on our website [www.doversherborn.org](http://www.doversherborn.org)

**Academic Outcomes** - The Dover-Sherborn Regional School District continues to be one of the highest-performing districts in the state. As has been the case since the inception of the Massachusetts Comprehensive Assessment System (MCAS), data for 2018 shows that Dover-Sherborn students performed well above state averages in all disciplines, at both the proficient and advanced levels. Dover-Sherborn students also continue to score very well on the SAT tests (for the college boards) and on Advanced Placement (AP) exams. The number of students participating in AP courses continued to rise in 2017-18. Graduation and college matriculation rates are also among the highest in the state. These high achievement levels are accompanied by a firm, district-wide commitment to “Challenge Success” ([www.challengesuccess.org](http://www.challengesuccess.org)) and to ensuring the social-emotional wellness of our students.

**Leadership and Faculty** - In 2018, Debra Dixon joined the district as Interim Special Education Director and several educators retired from the District this past year. We extend our gratitude to DSHS English Department Chair K. C. Potts, DSHS History teacher Rebecca Vizulus. The contributions these educators have made to the district are many. Together these educators have given years of time, energy, and experience to our school community to help make it what it is today.

**Finance** - The DSRSC thanks the citizens of Dover and Sherborn for their continued generous support of the schools. The Region’s Fiscal Year (FY) 2019 budget is \$24,614,816, a 2.11% increase over the FY18 budget. Operating expenditures include: salaries and benefits, including other post-employment benefits (81.96%), other (5.43%), buildings and grounds (5.24%), debt service (4.08%), and transportation (3.29%). State aid covered 10.41% of these operating expenditures. Revenues from student activity fees (\$45 per student), parking fees (\$300 per permit), and athletic fees (\$300 per sport) contribute another 1.35%. An additional 0.61% comes from the Region’s Excess and Deficiency (E&D) Fund. The remaining 87.54% is funded generously through local taxes. The Region’s E&D account was certified as of June 30, 2018, at \$1,111,206. This account operates under Massachusetts General Laws in a manner similar to a town’s free cash.

The DSRSC is grateful for the incredible support it receives in both time and money from the Dover-Sherborn Education Fund, the Dover-Sherborn Boosters, the Friends of the Performing Arts, the PTO, POSITIVE, and the broader community. These groups donated more than \$250,000 in FY18, and their contributions are critical to maintaining programs that promote the excellence of the Dover-Sherborn Regional Schools.

**Contractual Agreements** - The Educators’ Agreement, effective September 1, 2017, through August 31, 2020, fairly and sustainably accommodates the educational standards we expect for our students and the high-quality services expected from our educators, while also acknowledging the financial issues affecting town, state, and federal budgets.

**Facilities** - Our buildings and grounds represent a major educational investment by the two towns for now and the future. To protect this investment, the DSRSC has a long-range capital maintenance and improvement plan for the physical assets of the Regional campus. The DSRSC works with the finance committees and selectmen of both towns to determine how best to fund upcoming capital expenses required to maintain the facilities and equipment that are coming off warranty from the 2005 construction and renovation project. At their respective annual town meetings, both Dover and Sherborn approved articles to support spending \$510,000 for projects to be completed in the 2018-19 academic year.

**Membership** - Dover member Lori Krusell and Sherborn member Judi Miller were elected to the DSRSC for three-year terms. We thank Michael Lee of Sherborn for his years of service and dedication to the District.

Visit [www.doversherborn.org](http://www.doversherborn.org) to view changes, to keep up with school events, or to contact our staff or school committees.

## **Pine Hill Elementary School**

**Barbara A. Brown, Ed.D – Principal**

I hereby submit the report of the Pine Hill School Principal for the calendar year 2018. Some of the significant events of the past year are highlighted in this report. More detailed information about the Pine Hill School and our Community School Association (CSA) is available at [www.doversherborn.org](http://www.doversherborn.org).

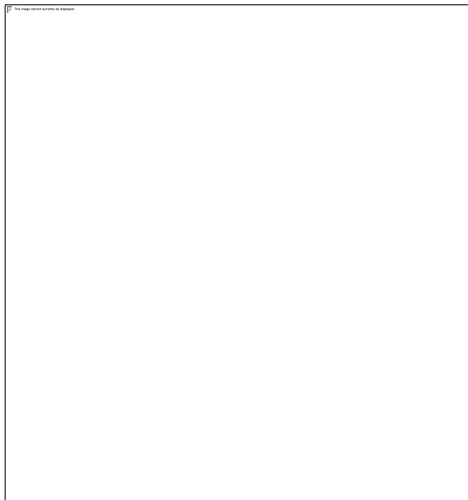
**School Advisory Council** - The Pine Hill School Council is an advisory group to the Principal for matters related to school improvement. Council members are inclusive of parents, faculty, and a community representative. The following members currently serve: Susan Aharonian, Nancy Cordell, Meg Hyde, Rick Linden, Alexis Madison, Pam Ritchie, and Cindy Sidman. Jennifer Debin serves as liaison to the Sherborn School Committee. Council meetings are open to the public and are posted on the website. A large focus area over the past year has been student wellness through the lens of Challenge Success.

**School Goals Overview** - The School Improvement Plan is informed by federal and state regulations, system goals, and analysis of student and educator performance. A big focus in Dover Sherborn over the past two years has been placed on helping educators and students develop culturally competent skills in order to interact effectively and respectfully with people of different cultures. Pine Hill educators are working to analyze and revise curriculum and instructional resources with a bias-free lens and assure that more perspectives and “voices” are represented in our teaching and learning.

In this our second year of implementing the Everyday Math Program (4<sup>th</sup> edition), we are conducting a mathematics curriculum review to make sure that the curriculum, instruction, and assessments are well-aligned to the standards and appropriate challenge student learning.



As part of our ongoing work to build and sustain strong culture and positive climate within the school and in reinforcing our Core Values, we introduced the new “Pine Hill Promise” at the start of the school year. Each grade level is aligned with a character trait and a color. Traits are reinforced, modeled, and celebrated throughout classroom and school activities.



**Community School Association** - The mission of the Community School Association (CSA) is to provide support for the school and to maintain open lines of communication among parents/guardians, teachers, and administration. The CSA Enrichment Committee previews and helps to arrange special assemblies and grade level programs to enrich the school’s academic program. Education at the Pine Hill School is supplemented and enhanced by an extensive volunteer program organized by the CSA. Volunteers work in the library, cafeteria, classrooms, and “behind the scenes” on a regular basis. Residents interested in volunteer opportunities at Pine Hill should call the CSA. The CSA also organizes a variety of fund-raising efforts for the benefit of the school. These activities, held throughout the year, provide resources for enrichment activities and educational materials, as well as money to fund ‘mini-grants’ that support and assist teachers with special projects and materials. The CSA continues to support essential school programs such as environmental science education via the Mass Audubon Programs at Broadmoor and the DARE Program’s *Keeping It Real* curriculum in grade five. The CSA allocates \$30K per year to bring enrichment programs to our school to enrich the student learning experience including an author in residence program at every grade level and many science, historical perspective, cultural arts, and performing arts programs.

**Student Council** - The Student Council offers students their first experience with a representative form of government. Students from each class in grades three, four, and five are elected to represent their classmates. In order to increase the opportunity to participate, elections are held twice a year, in September and January. The Student Council meets twice a month with their Student Council Advisor, Laurie Ryan, to organize community service projects, plan school spirit activities, and discuss

ideas for school improvement. Student Council members help to promote the school’s core values through skits presented at weekly all-school meetings. Community service projects for 2018 included food drives for the Ashland Food Pantry and Trick-or-Treating for UNICEF. Student Council members also have several school-based service projects, including implementing the school’s recycling program, leading the daily morning announcement exercises and the weekly all-school meetings.

**Dover Sherborn Education Fund** - The Dover-Sherborn Education Fund (DSEF) allocates grant money annually to promote educational innovation and support new programs that go above and beyond the scope of the annual school budget. The fund is extremely generous to Pine Hill School. The 2018 grants enabled us to expand the resources available to students in the library for creative-exploration or fostering interests and talents. *The Library of Things* allows students to check out kits for designing and constructing projects, from crafts to engineering. Our playground is being enhanced with new climbers and benches that complement the natural landscape to give students more play opportunities at recess. In addition, a grant was awarded to supplement the children’s literature used in classrooms with a goal that every Pine Hill student sees their interests, culture, and identity mirrored in the resources we use to teach.

**Sawin Fund** - Each year the education of the Pine Hill School students is greatly enriched, thanks to the Sawin Fund. The Sawin Fund sponsors part of the environmental education program as well as some extracurricular enrichment club offerings. The Sawin Fund also supplements the cost of field trips. In 2018, Sawin awarded \$13,300 to the Pine Hill School.

**Conclusion** - The Annual Report provides the opportunity to express our thanks on behalf of the students of Pine Hill School for the ongoing support that the town has provided. All Sherborn residents are invited and encouraged to learn more about the school through tours, visits, and volunteer opportunities. Our website provides a wealth of information and community members are invited to attend any and all of our special programs, performances, and All-School Meetings (which take place each Friday morning at 8:45AM in the auditorium). For more information, please call the school or go to our website at [www.doversherborn.org](http://www.doversherborn.org) and click on the link to Pine Hill School.

## **Dover Sherborn Middle School**

**Scott Kellett, Headmaster**

The mission of the Dover-Sherborn Middle School (DSMS) is to meet the needs of all students through a nurturing and challenging learning environment where students, parents, and teachers embrace our core values to ensure excellence and success now and in the future.

DSMS continues to provide an outstanding educational setting for students in grades 6, 7, and 8. The availability of state-of-the-art technology, a fabulous library, and a

student-friendly space makes the school a welcoming place for students and faculty. Through a supportive community and budget allocation, the teachers have many resources at their disposal. Class size continues to be approximately 17 students per class and the daily curriculum is challenging and exciting.

Class schedules are based on a 14-day rotation, with all primary courses meeting 12 times in that rotation, each for 48 minutes. This year, we have incorporated an 11 minute break into our daily schedule to provide students with an opportunity to have down time during the school day. Special subject classes meet six times out of the 14-day cycle. Although DSMS offers multiple levels of courses in mathematics, students are not tracked. All other departments offer courses that are heterogeneously grouped.

Citizens are encouraged to visit the school's website at [www.doversherborn.org](http://www.doversherborn.org) to access current information, teacher websites, recent school publications, and an updated calendar of events.

### Academic Recognition and Awards

- **Project 351:** Two eighth-grade students represented DSMS at this governor's youth community service organization, which promotes leadership, development, enrichment, and impact.
- **MATHCOUNTS:** The DSMS math team of four students participated in a competition sponsored by this nationwide enrichment club and competition program for middle school students.
- **Massachusetts State Science & Engineering Fair:** Seven teams of DSMS students participated in the middle school division of this annual one-day showcase and competition event, hosted by Worcester Technical High School, where students presented their research/invention projects before peers, a team of judges, and the public.
- **New England League of Middle Schools Scholar Leaders:** The faculty named two eighth-grade students as DSMS scholar leaders—individuals who demonstrate qualities of academic achievement, leadership, and citizenship.

### Activity Highlights

The following are just some of the curriculum enrichment activities that took place throughout the year:

- **Martin Luther King Day celebration:** Synergy was our theme for this year's school-wide program that honored the work of Dr. Martin Luther King, Jr. Multi-grade student groups traveled together and participated in a variety of workshops throughout the day including workshops facilitated by a group of our students who had been trained by Roots & Wings.
- **World Cultures Day:** This DSMS tradition, organized by the World Languages Department and funded by the DSEF was a half-day celebration focused on how we can gain a better understanding of people who have different belief systems, lifestyles, and perspectives.

Students participated in simultaneous activities that exposed them to various cultural experiences.

- **Drama productions and workshops:** The spring drama program presented three one-act plays involving more than 60 students and directed by three DSHS students. DSMS participated in the Massachusetts Middle School Drama Festival and won a silver medal for one of its plays. *High School Musical* was presented in the fall.
- **Music and arts presentations:** Activities included the annual choral concert involving all four District choruses, multiple concerts featuring DSMS's two jazz bands, Jazz Eclipse and Sharp9 Big Band, a winter band concert, the popular Chocolate Café, with both DSMS and DSHS music groups participating to raise funds to support the music program, and the annual talent show.
- **Adolescent development programs:** Activities included the ongoing DARE (Drug Abuse Resistance) program for seventh-graders, led by Officer Harold Grabert of the Dover Police Department; and an anti-bullying workshop held at MARC (Massachusetts Aggression Reduction Center). In addition, a group of 30 middle school students worked with the organization Roots and Wings on learning to accept differences in others and engage in difficult conversations. The ultimate goal for this group is to facilitate workshops attended by their peers during the 2019 MLK Day Celebration.

The following groups focused on many community service projects:

- Through their combined efforts, the **Student Council** and the **Help Club** raised money for local food pantries at Thanksgiving, as well as for numerous other groups, including the American Red Cross Disaster Fund, the Avon Walk for Cancer, the Pan-Mass Challenge, the Home for Little Wanderers, Spin for Hope, and Pencils of Promise.
- Each year, eighth-grade students are organized according to their interests into small community service groups known as **Citizen Action Groups**, or CAGs, to devote their time and energy to giving back to our community throughout the year. Citizenship is the overarching theme for the eighth grade and is woven throughout CAG activities, the curriculum, and the year's culminating activity—a field trip to either Boston or Washington, D.C., to learn more about the nation.

**Professional Development Highlights** - DSMS is committed to providing opportunities for professional development. As part of our Professional Growth and Evaluation System, the entire middle school staff was provided a menu of courses around social-emotional learning to take during the school year.

DSMS staff also participated in a number of events, including the METCO Conference, The NELMS Annual Conference, the Massachusetts STEM Summit, and the national meeting of the American Council on the Teaching of Foreign Languages.

**Grants** - The DSEF (Dover-Sherborn Education Fund) and POSITIVE (Parents Offering Support In Time, Involvement, Volunteering, Enthusiasm) provided 21

grants for academic and extracurricular enrichment. DSMS is grateful for the generous support of parents and friends in both Dover and Sherborn.

## Dover Sherborn High School

John G. Smith, Headmaster

Dover-Sherborn High School (DSHS) is a community of learners whose goal is to inspire academic excellence and a commitment to personal and civic responsibility. We engage in the learning process with honesty, creativity, dedication, and respect, and seek to cultivate an atmosphere of freedom and trust in a safe and nurturing environment.

DSHS is accredited by the New England Association of Schools and Colleges and consistently ranks among the top public schools for academic excellence in both Massachusetts and the nation. DSHS was ranked as the number one school in *Boston* magazine's ranking of the top 50 public high schools in the Greater Boston area. Rankings are based on national SAT and AP exam scores, as well as on college readiness performance metrics.

**Curriculum Requirements** - In the 2017–18 school year, DSHS served approximately 665 students in grades 9 through 12. Each year, over 95% of graduating students attend four-year colleges and universities.

To graduate, all students must complete four years of English, four years of mathematics, and three years each of laboratory sciences, social studies, and world language. They must also earn 18 credits in the fine and performing arts and/or technology, engineering and computer science; and 12.5 credits in wellness (physical and health education). In addition, they must complete 40 hours of community service and pass the required state MCAS exams.

Although DSHS offers three levels of courses in each of the academic disciplines, students are not tracked. DSHS also does not compute "rank-in-class" for its students, a policy approved by the Dover-Sherborn Regional School Committee.

Most departments offer a variety of courses that are heterogeneously grouped. The schedule is based on an eight-day rotation. All primary courses (and most electives) meet six times out of the eight-day cycle, and each class meets for nearly an hour. Laboratory sciences may meet up to two additional periods each cycle.

### Academic Testing

**PSAT** - The PSAT was offered in October 2018, with 85% of the sophomore class and 55% of the junior class participating. Seventeen juniors met the requirements to enter the National Merit Scholarship Program and received recognition from the October 2017 administration. Twelve students received letters of commendation and five were named semifinalists.

**SAT I** - Eighty-five percent of the Class of 2018 took the redesigned SAT I test, with 78% earning a combined score of 1200 in Evidenced-Based Reading & Writing and Mathematics. The tables below show the average of the highest test scores\* for the Class of 2018 and the previous senior class as calculated in Naviance. Compared with national and state averages, DSHS students significantly outperform their peers.

2017	U.S.	MA	DSHS
<i>Evidence Based</i>			
<i>Reading &amp; Writing</i>	644	553	538
<i>Mathematics</i>	641	550	533

2018	U.S.	MA	DSHS
<i>Evidence Based</i>			
<i>Reading &amp; Writing</i>	645	562	536
<i>Mathematics</i>	655	563	531

**AP** - Fourteen AP courses were offered during the 2017–18 academic year. These courses are typically offered during the junior and senior years and allow students to maximize their educational opportunities within the confines of the master schedule and graduation requirements. All students receiving AP credit are expected to take the AP examination at the end of the year. In spring 2018, 200 students took 501 examinations. The results for individual courses are as follows:

AP Course	Students Scoring 3 or Higher
Biology	100%
Calculus AB	100%
Calculus BC	100%
Chemistry	100%
English Language & Comp	98%
English Literature	81%
French Language	100%
Latin Vergil	100%
Physics C-Mech	100%
Spanish Language	100%
Statistics	90%
Studio Art 2D Drawing	100%
U.S. Government & Politics	93%
U.S. History	98%

### MCAS

Testing highlights for 2018 are as follows:

**English Language Arts:** One hundred percent of DSHS sophomores scored at the advanced (89%) or proficient (11%) levels on the MCAS exam in English Language and Composition.

**Mathematics:** Ninety-nine percent of sophomores scored at advanced or proficient levels.

**Biology:** Ninety-six percent of freshman scored at the advanced or proficient levels.

## Graduate Post-Secondary Plans

	Class 2016	Class 2017	Class 2018
Four-year college	95%	95%	93%
Two-year college	1%	2%	1%
Other (gap yr, job)	4%	3%	6%

## Departmental Highlights

**English** - The English Department offers courses at two levels (honors and college preparatory) for freshmen and sophomores, and at three levels (honors, college preparatory, and advanced placement) for juniors and seniors. During their freshman year, students focus on the theme of self-discovery through reading short stories, novels, drama, poetry, and nonfiction; sophomores explore great themes in literature and hone their analytical and expository writing skills; juniors who are not enrolled in AP English Language study American Literature; and seniors not enrolled in AP English Literature enroll in two of five same-level courses in focused areas such as poetry, film, mythology, and non-fiction.

Advanced Placement courses include English Language and Composition for juniors and English Literature and Composition for seniors, and 90.1% of the 161 juniors and seniors earned passing scores. Through reading, writing, and thinking, our students use language as a means of understanding themselves, their world and their place in it.

**Mathematics** - The Mathematics Department provides standard courses at honors and college preparatory levels, with Geometry in grade 9, Algebra II in grade 10, and Precalculus in grade 11. Several electives are offered in grade 12, depending on previous levels of proficiency attained: AP Calculus BC, AP Calculus AB, Honors Calculus, AP Statistics, Probability and Statistics, and Precalculus and Applied Topics.

The D/S Math Team, a member of the Southeastern Massachusetts Mathematics League, continued its strong tradition of success by finishing fifth of 39 schools in the league, and fourth in the league playoffs. The team also competed in the *Massachusetts State Championships* and came in 8<sup>th</sup> in the Medium Sized Schools Division.

**Science** - The Science Department provides a rigorous curriculum sequence at the advanced placement, honors, and college preparatory levels, with three years of coursework required for graduation: Biology in grade 9, Chemistry in grade 10, and Physics in grade 11. Electives open to juniors and seniors are AP Biology, AP Chemistry, AP Physics, Advanced Topics in Biology, Anatomy and Physiology, Astronomy, Environmental Research, and Marine Science.

AP Biology students competed to qualify for the *U.S. Biology Olympiad* by taking the open exam. One student scored in the top 10% of the country and moved on to the semifinal round.

Five AP Chemistry students competed in the sectional competition for the *U.S. National Chemistry Olympiad*. One student placed in the top 20 against the top 100 chemistry students in Massachusetts. This high score qualified him to compete in the national chemistry exam against the top 950 students in the country.

Last Spring, AP Physics students helped design a Diamond Magnetometer exhibit for a portable Quantum and Nano-science museum. Mr. Bridger co-authored an article in the American Journal of Physics last March that described this work.

**Social Studies** - Courses are offered in history and the social sciences at both the honors and college preparatory levels for freshmen and sophomores and at three levels (college preparatory, honors and advanced placement) for juniors and seniors. World History I & II and U.S. History are required of all students. Electives include AP American Government, Government and Law, Economics, Introduction to Psychology, and Facing History. A total of 135 students took our two A.P. courses this year with 98% of the A.P. U.S. History students and 93% of the A.P. Government students receiving a qualifying score of 3 or better on the exams.

This year the curriculum was further enriched by a variety of departmental programs and activities, such as: the *China Exchange Program*, now in its sixteenth year of successful exchanges between DSHS and its sister school in Hangzhou; the *Tufts Inquiry Program*, an annual global-issues simulation program, with this year's topic simulation on *The Nuclear Imperative*; the Model U.N. Simulation in Boston; the *Close Up Program*, a weeklong government studies program in Washington, D.C.; a historical and cultural trip to France and Spain. Several field trips to conduct research at the J.F.K. Library and the Edward Kennedy Institute; Juniors attended a production of Claudia Rankin's, *White Card*. Guest speakers included Civil Rights Era Activist, Paul Breines and Holocaust survivor, Aron Greenfield. Many students visited the Dover Historical Society's exhibit commemorating the 100<sup>th</sup> anniversary of the ending of World War I.

Students receiving honors or awards in 2018 included: Lila Hovey, who was chosen by her U.S. History classmates to represent DSHS at *Student Government Day* at the State House in April; Lian Galley received the *Daughters of the American Revolution Award* for excellence in character, service, leadership, and patriotism; Matt Arigo won this year's annual Veterans Day Essay Contest; Kismet Abbott received a youth leadership award and represented DSHS at the *Hugh O'Brien Sophomore Youth Leadership Conference*; Haley Gladstone Received the Fredrick Douglass and Susan B. Anthony Award and Sam Gray received the Social Studies Award at the Senior Academic Awards Night.

**World Language** - The World Language Department offers four-year sequential programs in French, Spanish, Latin, and Chinese, in both honors and college

preparatory tracks. Students progress from Novice to Intermediate stages of language proficiency in French, Spanish, Latin, and Chinese. AP French Language and Culture, AP Latin, and AP Spanish Language and Culture courses are offered.

World Language students received the following honors in **2018**:

- **Honor Society:** Twenty-six students were inducted into the Dover-Sherborn World Language Honor Society for their achievement and dedication to learning world languages and cultures.
- **National Language Exam Awards:** Fourteen students received awards on the *French Exam*, thirty-eight on the *Latin Exam*, and sixty-three on the *Spanish Exam*.
- **AP Exam Scores:** All twenty-five students who took an AP world language exam in May of 2018 achieved a passing score (3 or higher). The breakdown was as follows:

	Score	Number of students
<b>French:</b>	5	6
	4	4
<b>Latin:</b>	5	2
	4	2
	3	1
<b>Spanish:</b>	5	5
	4	5

### Fine & Performing Arts

**Music** - Courses offered include Music Theory, Guitar I and II, and American Musical Theater. In addition, students may earn credits by participating in the Vocal Ensemble, the Concert Band, and the Jazz Band (by audition). These groups perform at many school and community events throughout the year.

**Visual Arts** - Courses offered include Art 2D, Art 3D, Ceramics I and II, AP Studio Art, Darkroom Photography, Digital Photography, Yearbook Design I, II, and III, Computer Graphic Design, and Silkscreen Printing.

D-S students and their teachers continue to distinguish themselves in activities and competitions outside the school:

- **Scholastic Art & Writing Awards** recognized one D-S student with a gold key and a national gold medal.
- **College Board “Call for Student Artwork”** recognized one student’s artwork, which was one of 18 selected out of a pool of approximately 800 submissions.

**Eastern District Senior Festival**, sponsored by the Massachusetts Music Educators’ Association (MMEA), awarded honors to five D-S students, one of whom went on to the MMEA All-State Festival at Symphony Hall in

Boston, and another who qualified for the National Association for Music Education All-National Festival.

**Technology Engineering and Computer Science** – The D-S Regional Schools Technology Engineering & Computer Science Department for grades 6–12 is now in its third year and runs courses that were previously run by the Living, Fine, and Technical Arts Department and the Educational Technologies Department. Its goal is to more strongly align the grade 6–8 and grade 9–12 curriculums to better prepare students for college courses in computer science and engineering.

The Department offers the following computer courses for high school students: Social Media Literacy, Intro to CAD, Web Design Using HTML & CSS, Computer Programming with Java Script, Technology & Society, iOS app design and, new for 2018–19, a course in video game design. The Department also offers engineering and technology classes, including TV Media I and II and new for 2018-19 TV Media III. We also have Industrial Technology I and II, and a year-long course in engineering that gives science credits toward graduation at both the CP and Honors levels.

Dover-Sherborn Middle School students take engineering courses at all three grade levels and students in grades 6 and 7 take computer science, with a heavy emphasis on programming to build a strong foundation for high school courses.

**Wellness** - The *Freshmen Wellness Curriculum* requires one semester each of Health Education, which covers nutrition, sexuality, mental health, and alcohol, tobacco and other drugs; and one semester of Outdoor Education (one quarter) and Fitness Development (one quarter).

Students in grades 10–12 choose courses from the following elective menu: Cardio Fitness, General Survival, Student Leadership Internship, Stress Management, Sport Education (Net Sports; Winter Team Sports) Dance Education, American Heart CPR/First Aid/AED, Yoga/Pilates, Coaching, Teaching and Recreational Leadership, Fitness Program Planning, Drugs and Society, Muscular Fitness, Sport and Society, Rape Aggression Defense (RAD), Target Sports, Invasion Games, and Advanced Outdoor Pursuits.

### Guidance

**College Counseling:** Throughout the fall, most of the counselors’ time was devoted to the college application process for seniors. Nearly 82% of the Class of 2018 completed some form of early decision, priority, or early action applications to an increasing number of colleges and universities. Counselors met with seniors individually and in groups. They also hosted representatives from more than 100 colleges and universities and spent additional time strengthening their working relationships.

To respond to the growing number of seniors submitting early applications, counselors developed a five-class

seminar series for grades 11 and 12. Juniors participated in classes during the spring that helped prepare them for college applications, complete their resumes and begin their essays. Seniors began their seminar series during the first week of school in September and were able to complete their Common Application online, add schools to Naviance, edit and complete their essays, and participate in mock interviews. Sophomore and freshmen seminar series that focus on stress management, mindfulness, and career and personal exploration were developed and implemented.

Counselors met several times with juniors individually to discuss the college application process and to guide them in their post-secondary educational planning. Counselors also initiated discussions with freshmen and sophomores about their academic and future career plans, as well as introduced them to online programs that aid in college and career exploration. An overview of the guidance curriculum can be found on the high school website.

**Support Programs:** The Guidance Department offers several support programs:

- **Freshman Welcoming Activities** support freshmen during their transition to high school.
- **The Peer Helper Program** this year trained 38 upper-class students to assist incoming freshmen with healthy decision-making, respect for others, study and exam-taking strategies, social issues, and expectations for their sophomore year.
- **The Signs of Suicide (SOS) Program** for sophomores and seniors teaches students how to identify the symptoms of depression and suicide in themselves or their friends and encourages them to seek help.
- **Parent-Departmental Meetings** are held throughout the year to discuss important issues and concerns specific to each grade level.

**Library** - The DSHS library is a place where students and faculty can read, research a topic, access information, or complete a homework assignment. It is equipped with large tables for student collaboration, private study booths, and 16 computers for word-processing or online searches. The collection includes approximately 20,000 print volumes, six newspapers, and 37 periodicals. In addition, patrons are able to search the library catalog for a growing collection of e-books. Digital services include online databases available via the Metrowest Massachusetts Regional Library System and those purchased by subscription. The library houses a portable cart with 25 iPads, purchased with technology funds and available to faculty for use in their classrooms. An average day brings approximately 300 students and teachers to the library.

### **Dover-Sherborn High School Athletic Department**

Over the past calendar year (2017), the Dover-Sherborn High School Raiders enjoyed some great success!

The Winter Season consisted of 12 varsity and 3 sub-varsity teams. We had 9 of our varsity teams qualify for post-season competition. A few highlights of the winter

season were: Our Co-op MADS Gymnastics Team finished 3<sup>rd</sup> in the State and 2<sup>nd</sup> in New England; Chelsea Zhang was crowned TVL Swimmer of the Year, TVL Swim Champion in the 100 Backstroke and 100 Butterfly as well as finishing 3<sup>rd</sup> in the State in the butterfly and 8<sup>th</sup> in the State in the backstroke; Zachary Lawrence finished in 10<sup>th</sup> place in the State Diving Championship; Bailey Laidman finished 2<sup>nd</sup> in the Giant Slalom and 3<sup>rd</sup> in Slalom at the State Alpine Ski Championship; Peter Phelan finished 4<sup>th</sup> at the Nordic Ski State Championship and Erik Linden was crowned the TVL Indoor Track Champion in the 1000m and finished 8<sup>th</sup> in the State and 9<sup>th</sup> in New England in the 1000m. We had 227 participants in the winter athletic season.

The Spring Season consisted of 9 varsity and 3 sub-varsity teams. We had 8 of our varsity teams participate in post-season play. A few highlights of the Spring Season were: The Varsity Baseball Team being crowned MIAA Division 3 South Sectional Champions as well as MIAA Division 3 State Finalists; Boys Varsity Tennis being crowned TVL Champions and South Sectional Champions; Boys Varsity Lacrosse being crowned TVL Champions and Central/East Sectional Champions; Max Schuermann was crowned North Sectional Individual Tennis Champion and MIAA State Individual Tennis Finalist; Sam Hartley, Owen Searle, Erik Linden and Jacob Robin were crowned Division 4 4x800 State Relay Champions; PJ Doyle was crowned TVL and MIAA Division 4 State Champion in the Javelin; John Schroeder was crowned TVL Champion in the Discus, Emma White and Hunter Gregory were named Academic All-American in Lacrosse and Bailey Laidman was named 1<sup>st</sup> Team All-American in Lacrosse. We had 343 participants during the spring athletic season.

The Fall Season was a very successful season. We had a total of 7 varsity and 5 sub-varsity teams. All of our varsity teams made the MIAA post-season tournament in their respective sport. A few of the highlights from the fall season were: Our Coed Varsity Golf Team being crowned MIAA Division 3 South Sectional Champions; our Boys Varsity Soccer Team being crowned TVL Small Champions and South Sectional Finalists; our Varsity Field Hockey being crowned TVL Co-Champions; our Boys Cross Country Team finishing 12<sup>th</sup> in the Division II State Meet and the Girls Varsity Soccer Team being South Sectional Finalists. In addition, our own Brady Tsourides was crowned Medalist of the MIAA South Sectional Golf Championship, Coach Dara Johnson was named TVL Field Hockey Coach of the Year, and Olivia Maier and Corey Lampman were named to the All-State Team for Soccer. We had 290 participants during the fall athletic season.

### **Teams that qualified for the MIAA Tournament:**

**Winter:** Boys Basketball, Girls Swim and Dive, Boys Swim and Dive, Girls Indoor Track, Boys Indoor Track, Boys Ice Hockey, Co-op Gymnastics, Boys Alpine Ski, Boys Nordic Ski, Girls Nordic Ski



**Spring:** Girls Lacrosse, Boys Lacrosse, Boys Tennis, Girls Tennis, Girls Track and Field, Boys Track and Field, Sailing (non-MIAA)

**Fall:** Girls Cross Country, Boys Cross Country, Field Hockey, Boys Soccer, Girls Soccer, Co-ed Golf, Football

As always, the DSHS Athletic Department is strongly supported, in numerous ways, by the many parent volunteers of the DS Boosters. We are very thankful to all of our hard working student-athletes, coaches, parents and fans! GO RAIDERS!!

**National Honor Society** - On October 18, 2018, 56 new members were inducted into the Dover-Sherborn High School Chapter of the National Honor Society. There are currently 88 DSHS members of NHS, all of whom serve the local community by tutoring peers and younger students and completing an individual service project and a group service project at the Greater Boston Food Bank. Information about membership requirements and the application timeline can be found on the school's website.

### Student Activities

DSHS students are able to participate in a wide range of student activities. A fee of \$45 is required for participation in many of the following:

- **Academic and Student-Life Organizations:** The Chess Team, China Exchange Program, Computer Programming, EPIIC-Tufts Inquiry, Harvard Model United Nations, Math Team, Mock Trial, National Honor Society, Robotics Team, *RUNES* Literary Magazine, School Newspaper, Senior Project, Student Council, and Yearbook.
- **Art, Music, and Drama Clubs:** Two a cappella groups: D-S Al Coda and Noteworthy, After School Chorus, Arts Club: Open Studios, Crew, Drama Club, Improv/ Comedy Club, Music Group, and Murals Club.
- **Social and Cultural Awareness Groups:** AFS International Exchange Program, Business Club, Coalition for Asian-Pacific American Youth (CAPAY), Community Service Club, Down To Earth, DS High School Democrats, Fitness Club, Gay-Straight Alliance (GSA), Global Citizenship Program, MARC, Nora Elizabeth Searle Community Outreach (NESCO), Peer Helping, Pine Street Inn Breakfast Club, Relay For Life: DS, Students Against Destructive Decisions (SADD), Time Out for Kids, Ultimate Frisbee, and Women's Group.

### Parent and Community Groups

**The Dover-Sherborn Boosters** supported the D-S athletic program with grants for the purchase of capital items. They continue to promote community spirit and provide recognition to the student athletes participating in all sports at DSHS.

**DSEF** - generously provided funds totaling \$63,741 (\$29,591 specifically for DSHS and \$34,150 as part of district-wide grants) to underwrite the following

curriculum enrichment activities and items in the 2018–19 school year:

- Expansion of Professional Knowledge in College Counseling
- DSHS Global Competency Certificate
- DSHS Science Lock Boxes
- In School Student Day of Poetry
- The Launch of the DSHS Raiders Pep Band
- World of Difference Peer Training
- Social Studies Arts Enrichment
- Difficult Conversations about Race

**The Friends of the Performing Arts (FoPA)** - is a 501(c)3 organization of parents and community volunteers who support the outstanding vocal and instrumental music and drama programs at Dover-Sherborn. FoPA gives grants for workshops, equipment and material requests for the performing arts, as well as awarding scholarships to graduating students who have demonstrated excellence in the performing arts. It also provides production support for the concert band, jazz band, a cappella and drama students. Visit [www.dsfoipa.org](http://www.dsfoipa.org) for more information.

**The Friends of the Performing Arts (FoPA)** - The Friends of the Performing Arts (FoPA) is an organization of parents and community volunteers who support the outstanding vocal and instrumental music and drama programs at Dover-Sherborn High School.

Through fundraising efforts, FoPA provides annual scholarships to graduating students who have demonstrated excellence in the performing arts. FoPA also funds grants for workshops, equipment and material requests for the performing arts. FoPA provides production support for performances by concert band, jazz band, vocal ensemble, a cappella and drama.

### Highlights:

#### Dover-Sherborn Friends of the Performing Arts 2018 funding:

- **Grant for transportation for DSHS Jazz Band to Berklee Jazz Festival** (February 2018)
- **Massachusetts Educational Theater Guild (METG) 2018 membership**
- **“Our Place” scripts and royalty fees** for DSHS entry into the METG Festival (March 2018)
- **Entry fee for DSHS “The Secret Garden”** to be part of the METG statewide competition for musical theater programs (March 2018)
- **Grant for new headsets for crew** to be able to communicate during practices and performances
- **Grant in collaboration with other local arts/theater groups to fund new wireless microphone system for Mudge Auditorium as mandated by the FCC**
- **Establishment of the DSHS Performing Arts Letter**, awarded to 19 students for the first time
- **13 Scholarships to graduating seniors**, recognizing their commitment and contribution to the program

- **Purchase of arts books and arts materials for DSHS Library**
- **Sponsorship of the Chocolate Café** with performances by elementary, MS & HS vocal, instrumental and theater ensembles
- **Grant to support DSHS music students' trip to New Orleans**
- **Annual Jazz Brunch at Wellesley College Club in November**
- **Annual Music Banquet in May**
- **Annual Drama Banquet in May**
- **Annual Music and Drama Awards**

**DSHS PTO** - is a nonprofit organization whose mission is to support DSHS students, families, faculty, and staff. Its ongoing efforts are managed through monthly Thursday morning meetings, which are open to all parents or guardians of DSHS students. Attended by representatives from 10 parent organizations, the Dover-Sherborn Regional School Committee, and each of the four grades, the meetings begin with an update from Headmaster Smith and often include teachers or administrators who talk about their areas of expertise and address questions. Specific meeting dates, times, and locations are posted on the DSHS calendar. New faces and voices are welcome.

To learn more about the D-S PTO, please visit our website: <https://sites.google.com/site/dshspto2015/>.

## Community Education

Lisa B. Sawin, Program Administrator  
Andrew Keough, Superintendent

Dover-Sherborn Community Education is a self-sustaining department of the Dover-Sherborn Regional Schools. Our mission is to provide programs that enrich the lives of everyone in our community. Our hope is to create lifelong learners through a community-school partnership that offers interesting, thought-provoking, and stimulating classes and programs at a reasonable cost.

**Extended Day** - Tuition-based extended-day programs are held at both Sherborn and Dover elementary schools, where safe and stimulating after-school environments are provided for students in grades K–5. Children engage in homework time, arts-and-crafts projects, nature projects, social action projects, indoor and outdoor physical activities, games, and creative play. Both programs are held in their respective cafeterias with usage of additional space within each school. The programs operate Monday through Friday, from school dismissal to 6 p.m., with a daily snack provided. At the time of this writing, enrollment in Dover was full with 60 children. The Sherborn program was likewise at capacity with 75 children, both programs have an active waiting list. Of the Sherborn enrollees, 26 were participating in the school's early morning program that runs from 7 a.m. to 8:30 a.m.

**After-School Enrichment** - After-school programs provide age-appropriate classes for elementary school

students. Classes for students are held at Pine Hill and Chickering Elementary Schools. Offerings include Sports, Archery, Chess, Drawing, a Home Alone program and Cartooning. In 2018, we added "Lego Civics", "Your Voice - Public Speaking", Imagarina Building Workshop and Creative Cupcakes classes at both schools. An afternoon Babysitting & Childcare class for students in grades 5, 6, and 7 is held at the High School. Program flyers are distributed to students through the schools, posted on the Regional School District's website under "Community Education," and on our registration site at the URL listed below.

**Adult Enrichment** - We offer a wide variety of innovative and interesting adult evening classes held throughout the school year. Classes offer learning opportunities close to home and include Cooking with personal chefs, Jewelry Making, Beekeeping, Drawing, Dog Obedience, Watercolor Painting, Golf, Genealogy, Oil Painting, and even a Mediumship Gallery Demonstration. High school students can take advantage of Driver's Education, SAT preparation (including for the SAT Biology Subject Test), and assistance with the Common Application Essay. Our brochure is mailed to all residences in Dover, Sherborn, Westwood, and Medfield—some 16,000 brochures in all.

**Registration** - Registration for the Extended Day Program is held in March, with the first two weeks of the registration period reserved for returning families. Registration for all other programs begins upon distribution of the brochures or when the information is posted online. Full class descriptions can be found at [www.doversherborn.org](http://www.doversherborn.org) under the "Community Education" tab. Online registration for our programs is available at [www.dscommed.communityroot.com](http://www.dscommed.communityroot.com).

**Contact Information** - The Community Education office is located in Project Room 1081 in the Chickering School, 29 Cross Street in Dover. Our phone number is (508) 785-0480 x 2020. E-mail correspondence may be sent to [sawinlisa@doversherborn.org](mailto:sawinlisa@doversherborn.org).



## Trustees of Sawin Academy

The Trustees of Sawin Academy was established in 1871 by incorporating the Dowse Fund (ca. 1858) and the Martha Sawin estate to support and maintain a public school in Sherborn. The endowment continues to support enrichment programs at Pine Hill School and an annual distribution is offered to the school based on the performance of the investment portfolio. Trustees are elected by the town and serve five-year terms. Trustees meet with the Principal of Pine Hill School annually to discuss how the previous year's distribution was spent and provide guidance for future distributions.

For the 2017-18 school year, the distribution of \$13,300 supported numerous enrichment efforts including field trips, enrichment clubs, science materials, music scholarships, a cultural arts all-school assembly, and a portion of the naturalist program.

The distribution for the 2018-19 school year is \$13,600 and was made in January 2019.

Although the portfolio experienced strong growth in Q3, the balance dropped below \$500,000 due to market volatility at the end of 2018. Including the \$13,600 distribution for the 2018-19 school year, the portfolio closed 2018 with a balance of \$477,954.

Top portfolio holdings as of December 31, 2018 include the following:

Fidelity Total Market Index Premium CL  
SPDR S&P Midcap 400 ETF  
Fidelity Puritan

The Trustees are pleased to note that 2021 will mark the 150th anniversary of the Sawin Academy. The Trustees are considering ways to commemorate the occasion with Pine Hill School.

Respectfully submitted for the Trustees,

W. Scott Embree

**Sherborn Students In The Public Schools By Grade  
October 1, 2018**

Kindergarten	54		
Grade 1	51	Grade 7	73
Grade 2	68	Grade 8	79
Grade 3	54	Grade 9	68
Grade 4	63	Grade 10	78
Grade 5	80	Grade 11	70
Grade 6	78	Grade 12	66

**Total - All Grades - 882**

**Financial Recapitulation Of Sherborn Public Schools  
For The Fiscal Year 2018**

**Revenue**

School Aid Fund, Chapter 70	<u>\$ 662,721</u>
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<b>Total Revenue</b>	\$ 662,721
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**Expenditures**

Regular Education	\$3,194,985
Special Education	2,275,338
Other	<u>1,429,064</u>

<b>Total Expenditures</b>	\$6,899,387
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<b>Net Cost to Town</b>	\$6,236,666
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**Dover Sherborn Regional School District  
Revenue & Expenditure Summary  
Fiscal Year Ending June 30, 2018**

**Revenues**

Revenue from Local Sources:

Member Town Assessments	\$ 21,435,977
Unreserved Fund Expended	137,290
Fees	330,685
Earnings on Investments	30,118
Other Revenue	475

**Total Revenue from Local Sources** **\$ 21,934,545**

Revenue From State Aid:

School Aid (Chapter 70 & Charter Reimbursement)	\$ 2,047,723
• Transportation (Chapter 71)	449,761

**Total Revenue From State Aid** **\$ 2,497,484**

**Revenue From Federal & State Grants:** **\$ 467,944**

Other Revenue:

School Lunch	\$ 722,445
Community Education Group	693,762
Private Grants	154,039
Other Local Receipts	77,007

**Total Other Revenue** **\$ 1,647,253**

**Total Revenue From All Sources** **\$ 26,547,226**

**Expenditures**

Expenditures by the School Committee:

Regular Day Program	\$ 10,746,055
Special Needs Program	2,318,782
Other Operating	9,003,538
Transportation	780,754
Capital	215,135
Debt Service	1,036,700

**Total Expenditures by the School Committee** **\$ 24,100,964**

**Expenditures from State & Federal Grants** **\$ 469,838**

Other Expenditures:

School Lunch	\$ 658,284
Community Education Group	609,398
Private Grants	127,929
Other	19,885

**Total Other Expenditures** **\$ 1,415,496**

**Total Expenditures From All Funds** **\$ 25,986,298**

# ANNUAL TOWN MEETING

April 24, 2018

## WARRANT ARTICLE INDEX

- P = Passed  
D = Dismissed (No Action)  
F = Failed  
\* = Contingent on Ballot Questions  
\*\* = Exempt Debt by passage of Ballot Question 7

### Article Descriptive Title

- |                                     |           |
|-------------------------------------|-----------|
| 1. Town Report                      | P         |
| 2. Fund Supplemental FY18           | P         |
| 3. Bond Premiums                    | P         |
| 4. Unpaid Bills                     | P         |
| 5. Cemeteries                       | P         |
| 6. Revolving Funds                  | P         |
| 7. OPEB Liability Trust Fund        | P         |
| 8. Stabilization Funds              | P         |
| 9. Omnibus Budget                   |           |
| 10. Capital Expenditures            | P         |
| # 1. Farm Pond Dock Replacement     | P         |
| # 2a. Interface Pumper              | P         |
| # 2b. Tender/Water Supply Pumpster  | P         |
| # 3a. Street Sweeper                | P         |
| # 3b. Truck modifications           | P         |
| # 3c. Mobile & Portable Radios      | P         |
| #4a. Police Portable Radios         | P         |
| #4b. Taser Control Devies           | P         |
| #4c. Desktop Computers              | P         |
| #4d. Emergency Response Equipment   | P         |
| #4e. Police Cruiser - replacement   | P         |
| #5. Town Building Improvements      | P         |
| #6. Pine Hill School Improvements   | P         |
| 11. D-S Region Capital Improvements | P         |
| 12. Free Cash                       | P         |
| 13. Collections                     | P         |
| 14. Select Board                    | P         |
| 15. Removal of Elected Officials    | P         |
| 16. Dog License Penalty Date        | P         |
| 17. Dog Control                     | P         |
| 18. Accessory Apartment             | P         |
| 19. Outdoor Entertainment           | P         |
| 20. Farm Events                     | P         |
| 21. Solar Farms                     | P         |
| 22. Open Space Development          | Withdrawn |
| 23. Governance Task Force           | P         |

A quorum of 100 registered voters being present, Moderator Mary Wolff called the Annual Town Meeting of the Town of Sherborn to order at 7:04 pm, April 24, 2018, in the Dover Sherborn Regional School, Dover, Massachusetts.

The Moderator waived reading of the constable's posting of the warrant, stated that the tellers had been sworn, and introduced the various board members and officials seated on the stage including Head Teller Janet Walsh. Chair of the Advisory Committee Stephen Leahy spoke

on the financial position of the Town saying that it is the job of Advisory to make sure "everyone gets what they need." Michael Giaimo, Chair, Board of Selectmen, spoke briefly about the "State of the Town." Ms. Wolff went on to review the logistics of town meeting. Ms. Wolff next gave a concise summary of the procedural ground rules for Town Meeting and proceeded to the consideration of a *consent agenda* for Articles 1 through 8 of the Warrant. She noted that Article 4 (Unpaid Bills) requires a  $\frac{4}{5}$  vote and she would therefore try for a unanimous vote.

**Vote** to accept the *consent agenda* for Articles 1 through 8 of the Warrant: **Unanimous**.

**ARTICLE 1.** To hear and act on the reports of the various Town Officers and Committees as contained in the Annual Town Report or otherwise. (*Board of Selectmen*)

**Motion:** Stephen Leahy moved, duly seconded by Susan Aharonian, that the reports of the Town Officers and Committees as contained in the Annual Report be accepted.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**ARTICLE 2.** To see if the Town will vote to appropriate from available funds a sum of money and, if so, what sum, for the purpose of supplementing the various line items of the Town's Fiscal Year 2018 budget, previously voted by the Town under Article 4 of the Warrant for the 2017 Annual Town Meeting; or take any other action relative thereto. (*Board of Selectmen*)

**Motion:** Ben Williams moved, duly seconded by Vicki Rellas, favorable action and that the amount of \$350,000 be transferred from Board of Assessors Overlay Release to the Treasury for the purpose of supplementing the Town's Snow & Ice Removal of \$251,000, and Police Overtime of \$99,000 in Fiscal Year 2018

**Vote:** (Part of the *consent agenda*) **Unanimous**

**ARTICLE 3.** To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with M.G.L. Chapter 44, Section 20, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs; and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; or take any other action relative thereto. (*Board of Selectmen for the Town Treasurer*)

**Motion:** Brandan Daly moved, duly seconded by Jeff Waldron, that the Town vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Massachusetts General Laws Chapter 44, Section 20, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied

**Vote:** (Part of the *consent agenda*) **Unanimous**

**ARTICLE 4.** To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money for the payment of certain unpaid bills incurred in previous fiscal years, or which may be legally unenforceable due to insufficiency of the appropriation in the years in which such bills were incurred; or take any other action relative thereto. (*Board of Selectmen*)

No.	Department	Item	Amount
1.	Town Buildings	Eversource Gas Bill – Police Station	\$25,049.47

**Motion:** Jane Materazzo moved, duly seconded by Peter Gallitano, that the sum of \$25,049.47 be transferred from Free Cash in the Treasury for the purpose of paying the Eversource gas bill, dated 2017, at the Police Station.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**ARTICLE 5.** To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money, and if so what sum, to be used pursuant to M.G.L. Chapter 114, Section 15, for the improvement or embellishment of the cemeteries throughout the Town; for the care, preservation or embellishment of any lot or its appurtenances therein; or take any other action relative thereto. (*Board of Selectmen for the Cemetery Commission*)

**Motion:** Steven Tsai moved, duly seconded by Stephen Leahy that \$20,000 be transferred from the Cemetery Enlargement Fund to be used pursuant to Massachusetts General Laws Chapter 114, Section 15, for the improvement or embellishment of the cemeteries throughout the Town, the care, preservation or embellishment of any lot or its appurtenances therein.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**ARTICLE 6.** To see if the Town will vote to set the fiscal year 2019 spending limit for each of the revolving funds set forth in Chapter 28 of the General By-Laws, pursuant to the provisions of M.G.L. Chapter 44, Section 53E½; or take any other action relative thereto. (*Board of Selectmen*)

Seven separate motions were made under Article 6.

**Motion:** Susan Aharonian moved, duly seconded by Ben Williams, that the Elder Housing Committee be authorized to spend up to \$256,777 from the Elder Housing Revolving Fund, without further appropriation, for expenses and contractual services required to operate Woodhaven elder housing during Fiscal Year 2019.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**Motion:** Vicki Rellas moved, duly seconded by Brendan Daly that the Council on Aging be authorized to spend up to \$75,000 from the Council on Aging Revolving Fund, without further appropriation, for salaries, expenses and contractual services required to operate transportation, meal and special activity programs during Fiscal Year 2019.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**Motion:** Jeff Waldron moved, duly seconded by Jane Materazzo, that the Board of Health be authorized to spend up to \$10,000 from the Board of Health Revolving Fund, without further appropriation, for salaries, expenses and contractual services required to operate immunization clinics during Fiscal Year 2019.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**Motion:** Peter Gallitano moved, duly seconded by Steven Tsai, that the Recycling Committee be authorized to spend up to \$860 from the Recycling Revolving Fund, without further appropriation, for expenses and contractual services required to operate a program to sell composting bins during Fiscal Year 2019.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**Motion:** Stephen Leahy moved, duly seconded by Susan Aharonian, that the Town Forest Committee be authorized to spend up to \$20,000 from the Town Forest Revolving Fund, without further appropriation, for expenses and contractual services required to operate a program to sell firewood during Fiscal Year 2019.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**Motion:** Ben Williams moved, duly seconded by Vicki Rellas, that the Board of Selectmen be authorized to spend up to \$160,000 from the Farm Pond Revolving Fund, without further appropriation, for expenses and contractual services required to operate and manage Farm Pond during Fiscal Year 2019.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**Motion:** Brendan Daly moved, duly seconded by Jeff Waldron, the Fire Chief be authorized to spend up to \$300,000 from the anticipated revenues in the Ambulance Revolving Fund, without further appropriation, for expenses and contractual services required to operate the Ambulance during Fiscal Year 2019.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**ARTICLE 7.** To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money and, if so, what sum, for the purpose of funding the Other Post-Employment Benefits (OPEB) Liability Trust Fund, or take any other action relative thereto. (*Board of Selectmen*)

**Motion:** Jane Materazzo moved, duly seconded by Peter Gallitano, that \$100,000 from Free Cash in the Treasury, be transferred to the OPEB Liability Trust Fund.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**ARTICLE 8.** To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money and, if so, what sum to the Stabilization Fund and the Special Education Stabilization Fund, or take any other action relative thereto. (*Board of Selectmen*)

**Motion:** Steven Tsai moved, duly seconded by Stephen Leahy, that \$50,000 from Free Cash in the Treasury be transferred to the General Stabilization Fund, and that \$25,000 be transferred from the Elder Housing Revolving Fund to the Elder Housing Capital Stabilization Fund.

**Vote:** (Part of the *consent agenda*) **Unanimous**

**ARTICLE 9.** To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sums, or any other sum or sums, for any and all Town expenses and purposes, including debt and interest; and to provide for a Reserve Fund; and to fix the salaries and compensation of all elected Officers of the Town as required by M.G.L. Chapter 41, Section 108; and to determine whether such salaries or compensation shall be made effective from July first of the current year; and to provide for the payment of, and raise or appropriate money for, any salary and compensation so voted; or take any other action relative thereto. (*Omnibus Budget, Board of Selectmen*)

**Motion:** Susan Aharonian moved, duly seconded by Ben Williams that the totals for each department represented by the numbered items appearing in the Advisory Committee's Fiscal Year 2019 Omnibus Budget in the column under the heading "Recommended FY 2019" be called over by the Moderator and, if no objection is made, that such amounts be raised and appropriated for the purpose specified, except that, where a transfer is indicated by a numbered footnote, the specified amount shall be provided by such transfer; that the salaries for the various Town Officers (including those indicated by numbered footnotes) be fixed, effective July 1, 2018, as specified in the Omnibus Budget that becomes effective pursuant to this motion; and that any item to which objection is made be separately considered and disposed of in accordance with the vote of the Town.

The moderator asked for a vote to allow reading of only the budget *total* for each department. The vote carried.

She then read the total for each department. A *hold* was placed on department 610 Library by Jeff Waldron.

**Vote: Carried Unanimously.**

**Motion on Hold Item:** Jeff Waldron moved, duly seconded, to change Library Salaries for FY19 to be \$354,691 resulting in the total FY19 appropriations to Library operating budget to be \$514,869.

**Vote: Carried.**

**TOWN OF SHERBORN FISCAL 2019 OMNIBUS BUDGET**

BUDGET		FY 2015 EXPENDED		FY 2016 EXPENDED		FY 2017 EXPENDED		FY2018 BUDGET		FY 2019 DEPT REQ		FY19 ADV REC VS.	
NUMBER	DESCRIPTION											FY 2019 ADV REC	FY18 BUDGET % CHANGE
GENERAL GOVERNMENT													
SELECTMEN													
122 S	SELECTMEN-SALARIES	235,312		239,052		245,902		253,566	(2a)	258,607	258,607	1.99%	
122 E	SELECTMEN-EXPENSES	27,950		30,387		53,090		44,350		29,350	29,350	-33.82%	
E	ZONING BOARD OF APPEALS - EXPENSE	-		-		2,700		2,700		2,700	2,700	0.00%	
SELECTMEN TOTAL		263,262		269,439		301,692		300,616		290,657	290,657	-3.31%	
LEGAL COUNSEL													
151 E	LEGAL COUNSEL	93,834		160,749		217,190		80,000		80,000	80,000	0.00%	
LEGAL TOTAL		93,834		160,749		217,190		80,000		80,000	80,000	0.00%	
ASSESSORS													
141 S	ASSESSORS-SALARIES	92,444		92,330		93,729		103,937	(2b)	106,004	106,004	1.99%	
141 E	ASSESSORS-EXPENSES	14,645		21,335		22,299		14,070		15,255	15,255	8.42%	
ASSESSORS TOTAL		107,089		113,665		116,028		118,007		121,259	121,259	2.76%	
TREASURER													
145 S	TREASURER-SALARIES	111,171		40,508		55,146		53,798	(2c)	65,957	65,957	22.60%	
145 E	TREASURER-EXPENSES	26,721		6,043		5,731		9,545		9,545	9,545	0.00%	
TREASURERS TOTAL		137,892		46,551		60,877		63,343		75,502	75,502	19.20%	
COLLECTOR													
146 S	COLLECTORS-SALARIES	95,567		98,603		102,219		105,012	(2d)	107,108	107,108	2.00%	
146 E	COLLECTORS-EXPENSES	17,749		17,318		18,119		19,385		19,980	19,980	3.07%	
COLLECTORS TOTAL		113,316		115,921		120,338		124,397		127,088	127,088	2.16%	

(1) Expended amounts include Encumbrances, Reserve Transfers and ATM Article for Supplements.

(2) Salaries of Elected Officials:

(2a) Selectmen		(2b) Assessors		(2c) Treasurer	(2d) Collector
Chairman	\$0	1st	\$0	\$50,482	\$50,482
2nd Member	\$0	2nd	\$0		
3rd Member	\$0	3rd	\$0		

<b>FINANCE DIRECTOR / ACCOUNTING</b>												
135 S	ACCOUNTANT - SALARIES	113,459		193,150		164,286		178,694		184,007	184,007	2.97%
135 E	ACCOUNTANT - EXPENSES	9,999		26,536		126,113		82,710		82,710	82,710	0.00%
135 E	ACCOUNTANT - ANNUAL AUDIT	25,250		41,161		-		-		-	-	
	<b>FINANCE DIRECTOR / ACCOUNTING TOTAL</b>	<b>148,708</b>		<b>260,847</b>		<b>290,399</b>		<b>261,404</b>		<b>266,717</b>	<b>266,717</b>	2.03%

**TOWN OF SHERBORN FISCAL 2019 OMNIBUS BUDGET**

BUDGET		FY 2015	FY 2016	FY 2017	FY2018	FY 2019	FY 2019	FY19 ADV REC VS.
NUMBER	DESCRIPTION	EXPENDED	EXPENDED	EXPENDED	BUDGET	DEPT REQ	ADV REC	FY18 BUDGET % CHANGE
<b>ADVISORY COMMITTEE</b>								
131 S	ADVISORY-SALARIES	500	400	400	483	493	493	2.07%
131 E	ADVISORY-EXPENSES	3,923	3,107	4,876	3,310	3,310	3,310	0.00%
	<b>ADVISORY TOTAL</b>	<b>4,423</b>	<b>3,507</b>	<b>5,276</b>	<b>3,793</b>	<b>3,803</b>	<b>3,803</b>	0.26%
<b>CONSERVATION COMMISSION</b>								
171 S	CONSERVATION-SALARIES	43,250	43,835	45,309	48,589 (3)	49,561	49,561	2.00%
171 E	CONSERVATION-EXPENSES	4,559	4,110	4,929	9,143	9,143	9,143	0.00%
	<b>CONSERVATION COMMISSION</b>	<b>47,809</b>	<b>47,945</b>	<b>50,238</b>	<b>57,732</b>	<b>58,704</b>	<b>58,704</b>	1.68%
<b>PLANNING BOARD</b>								
175 S	PLANNING BOARD-SALARIES	43,520	44,242	45,463	46,260	47,186	47,186	2.00%
175 E	PLANNING BOARD-EXPENSES	1,419	1,520	953	3,936	3,250	3,250	-17.43%
	<b>PLANNING BOARD TOTAL</b>	<b>44,939</b>	<b>45,762</b>	<b>46,416</b>	<b>50,196</b>	<b>50,436</b>	<b>50,436</b>	0.48%
<b>TOWN CLERK</b>								
161 S	TOWN CLERK-SALARIES	89,816	83,296	84,000	113,561 (2e)	117,628	117,628	3.58%
161 E	TOWN CLERK-EXPENSES	9,921	4,419	4,608	5,893	4,789	4,789	-18.73%
	<b>TOWN CLERK TOTAL</b>	<b>99,737</b>	<b>87,715</b>	<b>88,608</b>	<b>119,454</b>	<b>122,417</b>	<b>122,417</b>	2.48%
<b>ELECTION &amp; REGISTRATION</b>								
162 S	ELECTIONS-SALARIES	25,685	27,186	32,401	15,317	21,434	21,434	39.94%
162 E	ELECTIONS-EXPENSES	27,298	10,338	19,478	11,514	20,250	20,250	75.87%
	<b>ELECTION &amp; REGISTRATION TOTAL</b>	<b>52,983</b>	<b>37,524</b>	<b>51,879</b>	<b>26,831</b>	<b>41,684</b>	<b>41,684</b>	55.36%
<b>TOWN BUILDINGS</b>								
192 S	TOWN BUILDINGS-SALARIES	-	-	-	-	-	-	-
192 E	TOWN BUILDINGS-EXPENSES	242,340	313,899	246,004	228,610	265,900	265,900	16.31%
	<b>TOWN BUILDINGS TOTAL</b>	<b>242,340</b>	<b>313,899</b>	<b>246,004</b>	<b>228,610</b>	<b>265,900</b>	<b>265,900</b>	16.31%
<b>GENERAL GOVERNMENT TOTAL</b>		<b>1,356,332</b>	<b>1,503,524</b>	<b>1,594,945</b>	<b>1,434,383</b>	<b>1,504,167</b>	<b>1,504,167</b>	4.87%

(2) (2) Salaries of Elected Officials (continued):

<b>(2e) Town Clerk</b>
<b>\$54,688</b>

(3) Salaries in the amount of \$13,500 to be offset by funds transferred from the Filing Fee Fund

**PROTECTION OF LIFE AND PROPERTY**

<b>POLICE</b>								
210 S	POLICE-SALARIES	1,391,695	1,563,633	1,596,209	1,605,023	1,690,951	1,690,951	5.35%
210 E	POLICE- EXPENSES	92,998	86,500	148,707	110,098	91,639	91,639	-16.77%
210 E	POLICE-EQUIPMENT	41,702	85,852	-	16,857	1,750	1,750	-89.62%
	<b>TOTAL</b>	<b>1,526,395</b>	<b>1,735,985</b>	<b>1,744,916</b>	<b>1,731,978</b>	<b>1,784,340</b>	<b>1,784,340</b>	3.02%
<b>FIRE &amp; RESCUE</b>								
220 S	FIRE & RESCUE-SALARIES	340,675	389,493	160,607	247,023	274,951	274,951	11.31%
220 E	FIRE & RESCUE -EXPENSES	98,024	97,750	76,537	69,742	78,208	78,208	12.14%
	<b>TOTAL</b>	<b>438,699</b>	<b>487,243</b>	<b>237,144</b>	<b>316,765</b>	<b>353,159</b>	<b>353,159</b>	11.49%
<b>AMBULANCE</b>								
230 S	AMBULANCE-SALARIES	-	-	-	80,000	80,000	80,000	0.00%
230 S	AMBULANCE- EXPENSE	-	-	-	-	-	-	-
	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	0.00%
<b>INSPECTORS</b>								
241 S	BLDG INSPECTORS-SALARIES	75,636	72,755	74,064	86,820	88,558	88,558	2.00%
241 E	BLDG INSPECTORS-EXPENSES	2,934	2,902	3,215	3,863	4,400	4,400	13.90%
	<b>TOTAL</b>	<b>78,570</b>	<b>75,657</b>	<b>77,279</b>	<b>90,683</b>	<b>92,958</b>	<b>92,958</b>	2.51%
<b>PROTECTION OF LIFE &amp; PROP TOTAL</b>		<b>2,043,664</b>	<b>2,298,885</b>	<b>2,059,339</b>	<b>2,219,426</b>	<b>2,310,457</b>	<b>2,310,457</b>	4.10%



**TOWN OF SHERBORN FISCAL 2019 OMNIBUS BUDGET**

BUDGET		FY 2015	FY 2016	FY 2017	FY2018	FY 2019	FY 2019	FY19 ADV REC VS.
NUMBER	DESCRIPTION	EXPENDED	EXPENDED	EXPENDED	BUDGET	DEPT REQ	ADV REC	FY18 BUDGET
								% CHANGE
<b>SCHOOLS</b>								
317 E	MINUTEMAN REGIONAL HIGH SCHOOL	-	-	-	-	-	-	
301 E	DOVER-SHERBORN REGIONAL SCHOOL DISTRICT							
	Administration	898,244	1,076,735	939,600	1,463,893	900,612	900,612	-38.48%
	Instructional Leadership	963,332	846,199	1,043,545	1,143,337	1,108,456	1,108,456	-3.05%
	Classroom and Specialist Teacher	9,524,896	9,861,831	10,455,561	10,428,937	11,246,360	11,246,360	7.84%
	Other Teaching Services	703,564	699,546	653,275	642,643	663,534	663,534	3.25%
	Pupil Services	822,604	1,176,184	796,193	648,097	821,505	821,505	26.76%
	Guidance and Psychological	758,170	826,061	1,034,301	1,036,423	1,122,927	1,122,927	8.35%
	Instructional materials and technology	371,445	224,098	443,058	625,215	482,313	482,313	-22.86%
	Professional Development	110,133	130,473	144,755	173,355	152,570	152,570	-11.99%
	Transportation	689,986	475,708	809,729	805,209	810,859	810,859	0.70%
	Operations and Maintenance	1,925,700	1,860,970	1,986,414	1,965,541	1,997,340	1,997,340	1.62%
	Employee Benefits and Fixed Charges	3,094,220	3,335,152	3,626,994	4,146,968	4,304,740	4,304,740	3.80%
	Exempt Debt	1,667,518	1,386,290	1,278,440	1,025,967	1,003,600	1,003,600	-2.18%
	D/S REGIONAL EXPENDITURES	21,529,812	21,899,247	23,211,865	24,105,585	24,614,816	24,614,816	2.11%
	Less Exempt Debt	(1,576,882)	(1,386,290)	(1,278,440)	(1,025,967)	(1,003,600)	(1,003,600)	-2.18%
	Less Regional Receipts (Inc E&D transfer)	(2,681,196)	-	(2,666,481)	(2,930,152)	(3,067,633)	(3,067,633)	4.69%
	D/S REGIONAL NET OPERATIONS	17,271,734	20,512,957	19,266,944	20,149,466	20,543,583	20,543,583	1.96%
	Sherborn's Share of Operations	46.42%	46.63%	45.18%	44.24%	44.24%	44.14%	44.14%
	Operations Assessed to Sherborn	8,276,597	8,669,783	8,656,415	8,913,906	9,068,804	9,068,804	1.74%
	Exempt Debt Assessed to Sherborn	718,585	631,282	564,176	444,552	435,462	435,462	-2.04%
301 E	D/S REGIONAL ASSESSMENT	8,995,182	8,904,710	9,220,591	9,358,457	9,504,266	9,504,266	1.56%
302 E	TRI-COUNTY VOCATIONAL	29,532	1,303	1,300	1,300	1,300	1,300	0.00%

(4)

Insurance Detail	FY17 Budget	FY18 Budget	FY19 Budget	% Inc(Dec)
Liability	60,315	60,937	61,156	0.36%
Workers Comp	89,321	92,523	100,026	8.11%
Health Insurance	2,960,958	3,414,918	3,507,109	2.70%
Unemployment	5,000	-	-	
Retirement	511,400	578,590	636,449	10.00%
Regional Total	3,626,994	4,146,968	4,304,740	3.80%
Town Share Total			44.14%	
Town Share of Insurance			\$ 1,900,303	

**TOWN OF SHERBORN FISCAL 2019 OMNIBUS BUDGET**

BUDGET		FY 2015 EXPENDED		FY 2016 EXPENDED		FY 2017 EXPENDED		FY2018 BUDGET		FY 2019	FY19 ADV REC VS.	
NUMBER	DESCRIPTION									DEPT REQ	FY 2019 ADV REC	FY18 BUDGET % CHANGE
<b>SHERBORN SCHOOL</b>										(65,000)		
E	School Committee & Negotiations	6,328		21,539		7,850		6,800		14,800	14,800	117.65%
	Central Office	421,281		355,461		429,709		521,959		264,740	264,740	-49.28%
	Principal's Office	270,125		305,347		304,688		323,957		334,065	334,065	3.12%
	Regular Education	2,088,069		1,952,019		2,406,335		2,528,715		2,937,915	2,937,915	16.18%
	Specialists/Technology	338,380		374,430		358,879		322,265		152,510	152,510	-52.68%
	Library/ Audio Visual	110,648		111,980		113,291		117,440		118,601	118,601	0.99%
	Guidance	101,944		103,578		105,241		105,241		110,551	110,551	5.05%
	Chapter 766 Special Educ.	1,222,643		1,179,569		1,220,059		1,153,884		1,221,054	1,221,054	5.82%
	Medical Service	114,437		69,782		139,202		156,696		171,363	171,363	9.36%
	Transportation	168,683		170,116		180,577		186,369		188,106	188,106	0.93%
	Plant & Facilities	435,077		420,811		503,237		484,398		488,467	488,467	0.84%
	<b>Pine Hill School Total</b>	<b>5,277,615</b>		<b>5,064,630</b>		5,769,068		5,907,724		5,937,172	6,002,172	0.50%
	Regional OOD SPED	797,830		685,474		731,991	plug	1,039,304		1,116,175	1,051,175	7.40%
303 E	<b>SHERBORN SCHOOLS TOTAL</b>	<b>6,075,445</b>		<b>5,750,104</b>		<b>6,501,059</b>		<b>6,947,028</b>		<b>7,053,347</b>	<b>7,053,347</b>	1.53%
316 E	<b>NORFOLK AGRICULTURAL</b>	<b>72,382</b>		<b>8,555</b>		<b>-</b>		<b>-</b>		<b>34,000</b>	<b>34,000</b>	
<b>SCHOOL TOTAL</b>		<b>15,172,541</b>		<b>14,664,672</b>		<b>15,722,950</b>		<b>16,306,785</b>		<b>16,592,913</b>	<b>16,592,913</b>	1.75%

## "

(5) Offset by \$20,000 to be transferred from Transfer Station Fees Reserve for Appropriation Account

**TOWN OF SHERBORN FISCAL 2019 OMNIBUS BUDGET**

BUDGET		DESCRIPTION	FY 2015		FY 2016		FY 2017		FY2018		FY 2019	FY 2019	FY19 ADV REC VS.
NUMBER			EXPENDED		EXPENDED		EXPENDED		BUDGET		DEPT REQ	ADV REC	FY18 BUDGET
HEALTH AND HUMAN SERVICES													
HEALTH													
512	S	BOARD OF HEALTH-SALARIES	66,234		69,173		105,240		106,923		114,698	114,698	7.27%
512	E	BOARD OF HEALTH-EXPENSES	47,484		65,659		26,813		21,681		15,284	15,284	-29.51%
HEALTH TOTAL			113,718		134,832		132,053		128,604		129,982	129,982	1.07%
COUNCIL ON AGING													
541	S	COUNCIL ON AGING-SALARIES	102,083		110,097		113,539		114,524		116,814	116,814	2.00%
541	E	COUNCIL ON AGING-EXPENSES	24,650		25,820		26,020		29,250		29,670	29,670	1.44%
COUNCIL ON AGING TOTAL			126,733		135,917		139,559		143,774		146,484	146,484	1.88%
VETERANS													
543	S	VETERANS-SALARIES			-								
543	E	VETERANS-EXPENSES	2,138		1,889		2,587		6,490		6,490	6,490	0.00%
VETERANS TOTAL			2,138		1,889		2,587		6,490		6,490	6,490	0.00%
HEALTH & HUMAN SERVICES TOTAL			242,589		272,638		274,199		278,868		282,956	282,956	11.59%
CULTURE & RECREATION													
LIBRARY													
610	S	LIBRARY-SALARIES	267,323		273,199		282,375		326,436		375,080	375,080	14.90%
610	E	LIBRARY-EXPENSES	143,710	(6)	137,600		124,180		151,629	(6)	160,178	160,178	5.64%
TOTAL			411,033		410,799		406,555		478,065		535,258	535,258	11.96%
RECREATION													
650	S	RECREATION-SALARIES			-		-		-		-	-	
650	E	RECREATION-EXPENSES	10,082		15,000		9,900		15,000		15,000	15,000	0.00%
TOTAL			10,082		15,000		9,990		15,000		15,000	15,000	0.00%
HISTORICAL COMMISSION													
691	E	HISTORICAL COMMISSION	750		63		472		500		1,100	1,100	120.00%
TOTAL			750		63		472		500		1,100	1,100	120.00%
CULTURE & RECREATION TOTAL			421,865		425,862		417,017		493,565		551,358	551,358	117.44%

(6) Offset by transfers to Library Expenses as follow s:

	From Dow se	From Saltonstall	From State Aid to
	<u>Memorial Fund</u>	<u>Operating Fund</u>	<u>Libraries</u>
FY 15	\$4,240	\$20,376	\$4,200
FY 16	\$4,240	\$20,680	\$4,517
FY 17	\$4,240	\$20,990	\$4,519
FY 18	\$4,240	\$41,856	\$4,250
FY 19	\$4,240	\$42,693	\$4,250

**TOWN OF SHERBORN FISCAL 2019 OMNIBUS BUDGET**

BUDGET NUMBER	DESCRIPTION	FY 2015 EXPENDED	FY 2016 EXPENDED	FY 2017 EXPENDED	FY2018 BUDGET	FY 2019 DEPT REQ	FY 2019 ADV REC	FY19 ADV REC VS. FY18 BUDGET % CHANGE
<b>INSURANCE AND EMPLOYEE BENEFITS</b>								
919 E	GENERAL INSURANCE	176,603	172,338	226,036	245,983	245,983	245,983	0.00%
910 E	EMPLOYEE BENEFITS INCL OPEB & RET	2,156,417	2,304,927	2,581,707	2,688,268 (7), (8)	2,811,448	2,811,448	4.58%
<b>DEBT SERVICE</b>								
710 E	DEBT SERVICE (TOTAL)	1,085,357	1,666,657	1,470,698	1,637,850 (9,9a,9b,9c)	1,838,178	1,838,178	12.23%
<b>RESERVE ACCOUNT</b>								
990 E	RESERVE ACCOUNT	-	-		281,036 (10)	300,000	300,000	6.75%
<b>GRAND TOTAL</b>		<b>24,156,200</b>	<b>24,670,125</b>	<b>25,794,709</b>	<b>26,864,979</b>	<b>27,855,461</b>	<b>27,855,461</b>	<b>3.69%</b>

(7) Employee Benefits include OPEB Appropriation transfer to OPEB LIABILITY TRUST #REF!

(8) Employee Benefits:

Allocation of Benefits: The following allocations of employee benefits are based on historical data; actuals may differ			FY16 BUDGET	FY17 BUDGET	FY18 BUDGET
	FY 19 Adv Rec	% of Total Empl	1,482,400	1,488,095	1,511,311
General Gov't	477,946	17%	3,700	3,700	3,700
Library	140,572	5%	115,800	115,800	125,000
CM&D	196,801	7%	821,360	874,648	934,257
Police/Fire	421,717	15%	20,000	16,400	10,000
School (1)	984,007	35%	4,000	8,000	4,000
Retirees	590,404	21%	100,000	100,000	100,000
Total	2,811,448	100%	2,547,260	2,606,643	2,688,268

(1) Does not include teachers' retirement as it is paid by the State

(9)

Debt Service includes:	
Principal	1,444,000
Bond Interest	179,950
Other Interest /	
Paydowns	13,900
	<u>1,637,850</u>

Debt Service will be offset by the following transfers:

- (9a) Transfer from the Elder Housing Maintenance Revolving \$39,390  
 (9b) Transfer from Fund Balance Reserve Debt Service - MSBA Reimbursement Amortization \$32,412  
 (9c) Transfer from Fund Balance Reserve Amortized Premium - \$4,258

(10)

Transfers from Reserve Account to various departments are included in departmental expenditures.	
FY 2015	\$69,042
FY 2016	\$100,000
FY 2017	\$291,725
FY 2018 to date	\$10,932

**ARTICLE 10.** To see if the Town will vote to raise and appropriate, or appropriate from available funds, or borrow pursuant to any applicable statute, a sum of money, and if so, what sum, for the purpose of capital expenditures of the Town of Sherborn; and to determine if any amount borrowed under this article shall be contingent upon the passage of a ballot question exempting the amounts required to pay for the bonds from the provisions of Proposition 2 ½; or take any action relative thereto. (*Board of Selectmen*)

NO.	DEPARTMEN T	ITEM	AMOUNT
1.	Selectmen	Farm Pond Dock Replacement	\$ 25,000
2a.	Fire Department	Engine 6 Replacement – Urban Interface Pumper	\$ 450,000
2b.	Fire Department	Engine 6 Replacement – Urban Interface Pumper	\$ 600,000
3a.	CM&D	Vehicle – Sweeper	\$ 231,000
b.	CM&D	Equipment – Modifications to F550 Truck fm FY18	\$ 35,000
c.	CM&D	Equipment – Mobile & Portable Radios	\$ 98,600
4a.	Police Department	Equipment – Portable Radios	\$ 40,000
b.	Police Department	Equipment – Taser Control Devices	\$ 26,000
c.	Police Department	Equipment – Desktop Computers	\$ 14,920
d.	Police Department	Equipment – Emergency Response	\$ 22,018
e.	Police Department	Vehicle – Police Cruiser Replacement	\$ 60,000
5.	Selectmen	Improvements to Town Buildings	\$ 330,000
6.	Sherborn School Committee	Pine Hill School Improvements	\$ 126,500
Total			\$2,059,138

**Line 1 Motion:** Vicki Rellas moved, duly seconded by Brendan Daly, favorable action and that the Treasurer, with the approval of the Board of Selectmen be authorized to borrow for the purposes of Farm Pond Dock replacement, Item 1, as set forth in the Advisory Committee Report, **\$25,000** pursuant to General Laws chapter 44, §7(1) or any other enabling authority and to

issue bonds or notes of the Town therefor, and, in accordance with G.L. c.44, §20, authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

**Vote: Carried and Declared by the Moderator to be a Two-Thirds Vote.**

**Line 2a Motion:** Jeff Waldron moved, duly seconded by Jane Materazzo, favorable action and that the Treasurer, with the approval of the Board of Selectmen be authorized to borrow for the purposes of Fire Department Engine replacement, Item 2A, as set forth in the Advisory Committee Report **\$450,000** pursuant to General Laws chapter 44, §7(1) or any other enabling authority and to issue bonds or notes of the Town therefor, and, in accordance with G.L. c.44, §20, authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs, provided, however, that this vote shall be expressly contingent upon approval by the voters of a proposition # 2 1/2, so called, debt exclusion question pursuant to G.L. Chapter 59, Section 21C(k).

**Vote: Carried and Declared by the Moderator to be a Two-Thirds Vote.**

**Line 2b Motion:** Jeff Waldron moved, duly seconded by Jane Materazzo, favorable action and that the Treasurer, with the approval of the Board of Selectmen be authorized to borrow for the purposes of Fire Department Engine replacement, Item 2b, as set forth in the Advisory Committee Report **\$600,000** pursuant to General Laws chapter 44, §7(1) or any other enabling authority and to issue bonds or notes of the Town therefor, and, in accordance with G.L. c.44, §20, authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; provided, however, that this vote shall be expressly contingent upon approval by the voters of a proposition # 2 1/2, so called, debt exclusion question pursuant to G.L. Chapter 59, Section 21C(k).

**Vote: Carried Unanimously**

**Line 3a Motion:** Peter Gallitano moved, duly seconded by Steven Tsai, that favorable action and that the Treasurer, with the approval of the Board of Selectmen be authorized to borrow for the purposes of CM&D Sweeper Vehicle replacement, Item 3a, as set forth in the Advisory Committee Report **\$231,100**

pursuant to General Laws chapter 44, §7(1) or any other enabling authority and to issue bonds or notes of the Town therefor, and, in accordance with G.L. c.44, §20, authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs, provided, however, that this vote shall be expressly contingent upon approval by the voters of a proposition # 2 1/2, so called, debt exclusion question pursuant to G.L. Chapter 59, Section 21C(k).

**Vote: Carried and Declared by the Moderator to be a Two-Thirds Vote.**

**Line 3b Motion:** Peter Gallitano moved, duly seconded by Steven Tsai, favorable action and that the Town appropriate by transferring from free cash the sum of **\$35,000** for the purposes of CM&D Equipment Modification to an F550 Truck, Item 3b, as set forth in the Advisory Committee Report.

**Vote: Carried Unanimously.**

**Line 3c Motion:** Peter Gallitano moved, duly seconded by Steven Tsai, favorable action and that the Town appropriate by transferring from Free Cash the sum of **\$98,600** for the purposes of upgrading CM&D Equipment – Mobile & Portable Radios, Item 3c, as set forth in the Advisory Committee Report.

**Vote: Carried.**

**Line 4a Motion:** Stephen Leahy moved, duly seconded by Susan Aharonian, favorable action and that this appropriation be funded by **\$31,201.34 to be transferred** from the Board of Assessors Overlay Release, and the remaining **\$8,798.66 to be transferred** from Free Cash for the purposes of replacing Police Department Equipment - Portable Radios, Item 4a, as set forth in the Advisory Committee Report.

**Vote: Carried Unanimously.**

**Line 4b Motion:** Stephen Leahy moved, duly seconded by Susan Aharonian, favorable action and that the Town appropriate by transferring from Free Cash the sum of **\$26,000** for the purposes of replacing Police Department Taser Control Devices, Item 4b, as set forth in the Advisory Committee Report.

**Vote: Carried.**

**Line 4c Motion:** Stephen Leahy moved, duly seconded by Susan Aharonian, favorable action and that the Town appropriate by transferring from Free Cash the sum of **\$14,920** for the purposes of replacing and/or upgrading Police Department Desktop Computer, Item 4c, as set forth in the Advisory Committee Report.

**Vote: Carried Unanimously.**

**Line 4d Motion:** Stephen Leahy moved, duly seconded by Susan Aharonian, favorable action and that the Town appropriate by transferring from Free Cash the sum of **\$22,018** for the purposes of purchasing Police Department Emergency Response Equipment, Item 4B, as set forth in the Advisory Committee Report.

**Vote: Carried.**

**Line 4e Motion:** Stephen Leahy moved, duly seconded by Susan Aharonian, favorable action and that the Treasurer, with the approval of the Board of Selectmen be authorized to borrow for the purposes of Police Department Vehicle Replacement, Item 4e, including purchase and equipping of such vehicle, as set forth in the Advisory Committee Report **\$60,000** pursuant to General Laws chapter 44, §7(1) or any other enabling authority and to issue bonds or notes of the Town therefor, and, in accordance with G.L. c.44, §20, authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

**Vote: Carried Unanimously.**

**Line 5 Motion:** Ben Williams moved, duly seconded by Vicki Rellas, favorable action and that for this appropriation, \$219,000 be transferred from Free Cash, and that the Treasurer, with the approval of the Board of Selectmen be authorized to **borrow \$111,000** pursuant to General Laws chapter 44, §7(1) or any other enabling authority for the purposes of Town Building Improvements, Item 5, including all incidental and related expenses, as set forth in the Advisory Committee Report and to issue bonds or notes of the Town therefor, and, in accordance with G.L. c.44, §20, authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

**Vote: Carried Unanimously.**

**Line 6 Motion:** Brendan Daly moved, duly seconded by Jeff Waldron, favorable action and that the Treasurer, with the approval of the Board of Selectmen be authorized to **borrow \$126,500** pursuant to General Laws chapter 44, §7(1) or any other enabling authority for the purposes of Pine High School Improvements, Item 6, including all incidental and related expenses, as set forth in the Advisory Committee Report and to issue bonds or notes of the Town therefor, and, in accordance with G.L. c.44, §20, authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder, thereby reducing by a like amount the amount authorized to be borrowed to

pay such costs, provided, however, that this vote shall be expressly contingent upon approval by the voters of a proposition # 2 1/2, so called, debt exclusion question pursuant to G.L. Chapter 59, Section 21C(k).

**Vote: Carried Unanimously.**

**ARTICLE 11.** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute, a sum of money, and if so, what sum, for the purpose of paying the costs of various items of capital equipment and/or improvements for the Dover-Sherborn Regional School District, including the payment of all costs incidental and related thereto, pursuant to an intergovernmental agreement with the Dover-Sherborn Regional School District and the Town of Dover to provide funding for such items; and to determine if any amount borrowed under this article shall be contingent upon the passage of a ballot question exempting the amounts required to pay for the bonds from the provisions of Proposition 2 1/2; or take any other action relative thereto. (*Board of Selectmen for the Dover-Sherborn Regional School Committee*)

**Motion:** Jane Materazzo moved, duly seconded by Peter Gallitano, that the Town vote to appropriate the sum of \$221,290 for the purpose of paying its allocable share of the costs of various items of major equipment and building improvements, including the payment of all costs incidental and related thereto for the Dover-Sherborn Regional School District, pursuant to an intergovernmental agreement with the Dover-Sherborn Regional School District and the Town of Dover to provide funding for such items, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, shall be authorized to **borrow \$201,764** pursuant to General Laws Chapter 44, Section 7(1) or any other enabling authority and to issue bonds and notes therefor; and, in accordance with G.L. c.44, §20, authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; provided, however, that this appropriation shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by the General Laws Chapter 59, Section 21C(k) (Proposition 2 1/2 ) the amounts required to pay the principal and interest on the bonds and notes authorized by this vote, and that \$19,526 be transferred from Free Cash for such purposes.

**Vote: Carried Unanimously.**

**ARTICLE 12.** To see if the Town will vote to appropriate from Free Cash a sum of money and, if so, what sum to meet the appropriations for the ensuing fiscal year; and authorize the Assessors to use said sum in fixing the tax rate; or take any other action relative thereto. (*Board of Selectmen*)

**Motion:** Steven Tsai moved, duly seconded by Stephen Leahy, that the Town vote to transfer from Free Cash **\$100,000** and authorize the Assessors to use said sum in fixing the tax rate.

**Vote: Carried.**

**ARTICLE 13.** To see if the Town will vote to: (1) accept the provisions of Massachusetts General Laws Chapter 40, Section 57, to enable the Town of Sherborn to deny any application for, or revoke or suspend a building permit, or any license or permit including renewals and transfers by any board, officer, or department for any person, corporation or business enterprise, who has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges; and, (2) amend the Town's General By-Laws by adding the following chapter:

**"Chapter 30. Denial or Revocation of Permits**

Section 1. The Town Collector (hereinafter referred to as the "Collector") shall annually, and may periodically, furnish to each department, board or commission (hereinafter referred to as the "Licensing Authority") that issues licenses or permits, including renewals and transfers, a list of any person, corporation or business enterprise (hereinafter referred to as the "Party") that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

Section 2. Process for Denial, revocation or suspension of license or permit.

a. The Licensing Authority may deny, revoke or suspend any license or permit, including renewals and transfers, of any Party whose name appears on said list furnished to the Licensing Authority from the Collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any Party whose name appears on said list furnished to the licensing authority from the Collector; provided, however, that written notice is given to the Party and the Collector, as required by applicable provisions of the law, and the Party is given a hearing, to be held no earlier than 14 days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any Party.

b. The Collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension of said license or permit to any party.

c. Any findings made by the Licensing Authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding, and shall not be relevant to or introduced in any other



proceeding at law, except for any appeal from such license denial, revocation or suspension.

d. Any license or permit denied, suspended or revoked under this Section shall not be reissued or renewed until the Licensing Authority receives a certificate issued by the Collector that the Party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges payable to the Town as of the date of issuance of said certificate.

### Section 3. Payment agreement.

Any Party shall be given an opportunity to enter into a payment agreement, thereby allowing the Licensing Authority to issue a certificate indicating said limitations to the license or permit, and validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and hearing as required by applicable provisions of law.

### Section 4. The right to waive.

The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of his immediate family as defined in Massachusetts General Laws Chapter 268A, Section 1, in the business or activity conducted in or on said property.

### Section 5. Non-applicability

Sections 1 through 4 inclusive, shall not apply to the following licenses and permits:

- A. Open burning (MGL Chapter 48 Section 13)
- B. Sale of articles for charitable purposes (MGL Chapter 101 Section 33)
- C. Children work permits (MGL Chapter 149 Section 69)
- D. Clubs, Associations dispensing food or beverage licenses (MGL Chapter 140 Section 21E)
- E. Dog licenses (MGL Chapter 140 Section 137)
- F. Fishing, hunting, trapping licenses (MGL Chapter 131 Section 12);
- G. Marriage licenses (MGL Chapter 207 Section 28)
- H. Theatrical events, public exhibition permits (MGL Chapter 140 Section 181)
- I. Bicycle permits (MGL Chapter 85 Section 11A)"

or to take any other action related thereto. (*Board of Selectmen for the Town Collector*)

**Motion:** Susan Aharonian moved, duly seconded by Ben Williams, that the Town vote to: (1) accept the provisions of Massachusetts General Laws Chapter 40, Section 57, to enable the Town of Sherborn to deny any application for, or revoke or suspend a building permit, or any license or permit including renewals and transfers by any board, officer, or department for any person,

corporation or business enterprise, who has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges; and, (2) amend the Town's General By-Laws by adding a Chapter 30 as described in the Warrant and in the Advisory Report for this Town Meeting.

**Vote: Carried Unanimously.**

**ARTICLE 14.** To see if the Town of Sherborn will vote to rename its Board of Selectmen the Select Board, by amending the General By-Laws to add a new Chapter 2A as follows:

"Chapter 2A. Board of Selectmen to be known as the "Select Board"

1. Effective July 1, 2018, for purposes of these bylaws, the Sherborn Board of Selectmen shall be known as the Sherborn Select Board."

and to replace each usage of the words "Board of Selectmen" and "Selectmen" appearing in the General By-Laws with the words "Select Board"; or take any other action relative thereto. (*Board of Selectmen*)

**Motion:** Vicki Rellas moved, duly seconded by Brendan Daly that the Town vote to rename its Board of Selectmen the Select Board, by amending the General By-Laws to add a new Chapter 2A as follows:

"Chapter 2A. Board of Selectmen to be known as the "Select Board"

1. Effective July 1, 2018, for purposes of these bylaws, the Sherborn Board of Selectmen shall be known as the Sherborn Select Board."

and to replace each usage of the words "Board of Selectmen" and "Selectmen" appearing in the General By-Laws with the words "Select Board."

**Vote: Carried** by a hand count of

Yes .....	114
No.....	78
Total .....	192

**ARTICLE 15.** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a Special Act providing legislation to be adopted in the form set forth below, provided the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Sherborn Board of Selectmen be authorized to approve amendments which are within the scope of the general public objectives of the petition:

"An Act relative to removal of elected financial officials in the Town of Sherborn

**Section 1** In the event that an elected Treasurer, Tax Collector, or member of the Board of Assessors (hereinafter referred to as “Financial Official”), in the course of performing the duties required by the office and the laws that govern it, is demonstrating a pattern of errors, omissions, negligence and/or dishonesty, or commits an act so egregious that it could put the Town’s financial well-being at great risk, the Financial Official may be removed from office in accordance with the procedures set forth in this Act.

**Section 2** The Town Administrator shall receive and document any written and signed reports of alleged transgressions submitted by any and all individuals whose relationship in doing the Town’s business could legitimately make them aware of irregularities. Those individuals would include but not be limited to members of the finance departments (including the other finance officials) auditors, banks, town officials, and members of the various town committees. If the Town Administrator determines that the severity, frequency and/or urgency of the complaint or complaints warrants invoking this special act, the Town Administrator shall inform the Moderator, who shall convene and preside over a meeting of the Chair of the Board of Selectmen, the Chair of the Personnel Committee, the Chair of the Advisory Committee, the Chair of the Board of Assessors (if not the subject of the complaint), an elected Financial Official (if not the subject of the complaint) appointed by the Moderator, plus the Moderator (a voting member), (hereinafter referred to as the Review Committee). If the Chair of the Board of Assessors is the subject of the complaint, the Moderator shall appoint another member of the Board of Assessors in his/her place. A minimum of four members of the Review Committee must be present to constitute a meeting. Counsel for the Town shall also be present to advise the Review Committee. Any of the eligible members of the Review Committee unable to attend should so state in writing, to be entered into the record at the meeting. The meeting shall be held in accordance with all of the procedures set forth in M.G.L. Chapter 30A, Section 21(a)(1).

The Financial Official shall receive at least 48 hours prior, written notice of the impending meeting as provided in M.G.L. Chapter 30A, Section 21(a)(1), with relevant information relating to the issues to be addressed at the meeting, an invitation to attend and submit testimony in defense of the actions in question, and affirmation of the right to bring legal counsel, all in accordance with said Section 21(a)(1). This notice shall be prepared by the Town Administrator or his designee.

**Section 3** The Review Committee shall review the alleged complaints to determine if they constitute cause for removal from office pursuant to this act. The Town Administrator will present all the facts, including any testimony, before the Review Committee, but will not participate in the vote.

The meeting will stay in session (or be continued if necessary) until all relevant information is heard, the Financial Official has had all the time necessary to present

the defense and rebut the charges. After all evidence has been received, the Review Committee will vote to excuse, censure, or remove the Financial Official. A vote to remove must be for malfeasance or nonfeasance in office. The Review Committee should regard this process very seriously, with Town Counsel input, as an unjust vote puts the Town at risk for legal consequences.

If the vote is to remove, the Financial Official will be given the choice to resign and if so chooses should be allowed to proffer a letter of resignation, in a form used by the town, to sign and be witnessed by the Moderator. If not, the Financial Official should be handed a letter prepared prior to the end of the meeting and signed at the meeting by each of the participating Review Committee members, stating the result of the vote and the fact that going forward from that moment there will be allowed no unsupervised access to Town funds or records. All keys should be collected and passwords changed. A summary of the meeting with the resulting vote should be reviewed before the meeting adjourns and shall become a public record immediately.

The vacated position will be filled in accordance with the provisions of the Massachusetts General Laws.

**Section 4** This Act shall take effect upon passage.”

or take any other action relative thereto. (*Board of Selectmen for the Town Collector*)

**Motion:** Jeff Waldron moved, duly seconded by Jane Materazzo, that the Town vote to authorize the Board of Selectmen to petition the General Court for a Special Act providing for legislation to be adopted in the form set forth in the Advisory Committee Report for this Article, provided the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Sherborn Board of Selectmen be authorized to approve amendments which are within the scope of the general public objectives of the petition.

**Motion to Amend:** Robert Johnson moved, duly seconded, to amend Article #15 by, in Section 1, replacing “Tax Collector” with “Collector.”

**Vote: Carried.**

**Vote on the Amended Main Motion: Carried Unanimously.**

**ARTICLE 16.** To see if the Town will vote to amend the General By-laws, Chapter 5, Section 3, by changing the date of the penalty to read as follows:

“Section 3. Any person who is the owner or keeper of a dog in the Town of Sherborn, and who fails to license said dog within the time required by Sections 137 and 137A of Chapter 140 of the Massachusetts General Laws shall be subject to additional penalties as permitted by Section 141 of Chapter 140 of the General Laws, payable

to the Town and to be collected as provided by law. Said penalty shall begin on *March 1<sup>st</sup>* or the first business day of March of each year.”

or take any other action relative thereto (*Board of Selectmen for the Town Clerk*)

**Motion:** Peter Gallitano moved, duly seconded by Steven Tsai, that the Town vote to amend the General By-laws, Chapter 5, Section 3, by changing the date of the penalty from February 15 to March 1 as shown in the Advisory Committee Report.

**Vote: Carried Unanimously.**

**ARTICLE 17.** To see if the Town will vote to amend the General By-laws by inserting, after Chapter 5, the following chapter:

**“Chapter 5A. Regulations for Control of Dogs**

Section 1. No dog shall be allowed in any public place or street within the town unless it is effectively restrained or unless it is confined within a motor vehicle. A dog is under restraint for purposes of this By-Law if it is accompanied by its owner or other person responsible for the dog, who is in full control, and such dog is securely restrained with a collar and leash or such dog is under immediate and effective voice control. For purposes of this By-Law, the dog must be within the keeper’s sight and the keeper must be carrying a leash, whether the dog is securely restrained or under effective voice control.

Section 2. No person shall permit any dog to enter or remain upon the private property of another without the permission of the owner or person in control thereof, and no person shall permit any dog to enter or remain upon any public property of the Town, when prohibited by the board or officer in control thereof.

Section 3. In addition to the remedies set forth herein and in Massachusetts General Laws Chapter 140, Sections 136A to 174E, inclusive, or any other applicable provision of law, this By-Law may be enforced through any lawful means in law or in equity, including, but not limited to, non-criminal disposition pursuant to Massachusetts General Laws Chapter 40, Section 21D and the Town’s Non-Criminal Disposition By-Law. If non-criminal disposition is elected, then any person who violates any provision of this By-Law shall be subject to the following penalties:

- (1) First violation: written warning.
- (2) Second violation: \$50.
- (3) Third violation: \$100.
- (4) Fourth and each subsequent violation: \$250.

Subsequent offenses shall be determined as offenses occurring within one year of the date of the first noticed offense.

The Animal Control Officer or any Police Officer of the Town shall be empowered to enforce provisions of this By-Law.

Section 4. Unrestrained or unlicensed dogs may be sought out, caught and confined by the Animal Control Officer or any Police Officer of the Town, and impounded pursuant to Massachusetts General Laws Chapter 140, Sections 151A and 167. The owner or keeper of any dog impounded under the provisions of this By-Law may claim such dog, provided he or she first procures from the Town Clerk a license and tag for any such dog that is not licensed and reimburses the Town for the care of the dog during the period of impoundment.

Section 5. Notwithstanding the provisions of this By-Law, the Board of Selectmen may designate certain areas and/or times in which dogs will be permitted to run at large, subject to such rules and regulations as may be determined by the Board of Selectmen.

Section 6: Owners of dogs shall be legally responsible for any and all injury or destruction of property caused by their dog(s) at all times.

Section 7. Nothing in this chapter is intended to limit or restrict the authority of the Board of Selectmen and/or Animal Control Officer from exercising any authority conferred upon them by the Massachusetts General Laws, including but not limited to Massachusetts General Laws, Chapter 140, Section 157 relative to nuisance and dangerous dogs.”

*and*

To amend Chapter 16 of the General By-laws by inserting, after the words “Animal Control Officer,” the following provisions:

<u>“Chapter 5A, Section 3 (Control of Dogs)</u>	
Penalty:	During any twelve month period: first violation, written warning; second violation, \$50; third violation, \$100; fourth and each subsequent violation, \$250.
Enforcing Persons:	Police Officers, Animal Control Officer”

or take other action relative thereto. (*Board of Selectmen for the Public Safety Committee*)

**Motion:** Stephen Leahy moved, duly seconded by Susan Aharonian, that the Town vote to amend the General By-laws by inserting, after Chapter 5, a new Chapter 5A. Regulations for Control of Dogs, as shown in the Advisory Committee Report.

**Vote: Carried.**

**ARTICLE 18.** To see if the Town will vote to amend Section 3.2 (2) of the Zoning Bylaw **as follows**. Addition are shown in **bold** and deletions are shown in ~~strikethrough~~ font:

2) Apartment - This use is permissive in all districts.

a) Single family detached dwelling, together with accessory buildings, containing in the dwelling or in an

existing accessory building one additional housekeeping unit provided:

1(a). Such unit shall be occupied by not more than three persons ~~related by blood, adoption or marriage to the family owning and residing in the dwelling; and~~

1(b). ~~Such unit shall be occupied by not more than two domestic employees of the family owning and residing in the dwelling. The owner(s) of the premises shall live in either such unit or the primary dwelling unit.~~

2. The special permit granting authority shall be satisfied that, upon the termination or expiration of the special permit, the facilities of such unit can readily be removed or, alternatively, reintegrated with the dwelling to produce an allowed use of the property under Section 3;

3. The gross floor area of such unit shall not exceed ~~the lesser of 800 1200 square feet or 30 percent of the gross floor area of the dwelling (including any addition thereto for such unit);~~

4. ~~No rent shall be paid for such unit~~ **Any special permit granted shall specify that the external character of the premises shall be that of a single family residence;**

5. The installation of such unit and any use thereof shall be permitted only upon the issuance of a special permit by the special permit granting authority in compliance with the procedures set forth in Section 6;

6. The applicant for a special permit for such unit shall file with the special permit granting authority such plans, specifications and other instruments concerning the proposed unit and the subsequent use thereof as the special permit granting authority may reasonably require by general rule or by request to the applicant.

6(a). ~~The special permit for a unit occupied by persons related to the family owning and residing in the dwelling may be issued for the duration of such occupancy. Such permit shall require the filing of a sworn affidavit by the permit holder with the Town Clerk certifying such occupancy every four years or at such other time as the Board of Selectmen may require.~~

7. ~~6(b).~~ No special permit for a unit ~~occupied by domestic employees~~ shall be issued for a period of more than two years but may be renewable for like periods thereafter in accordance with the procedures set forth in Section 6.

**8. Such unit may not be rented to any single party for a period of less than 30 days.**

7. ~~Such special permit shall automatically terminate upon the sale, transfer or other change in ownership of the property of which such unit forms a part;~~

8. ~~The Inspector of Buildings may, in addition to other remedies, order removal of the separate kitchen facilities, equipment, fixtures, interior alterations, any separate metering of utilities, and any structural changes, that were installed to create such unit if the lawful use of such unit has expired or been terminated;~~

b) ~~Any special permit for a separate house-keeping unit issued prior to May 4, 1982 may be renewed or, within one year of the termination or expiration of such a permit, may be reissued under the provisions of Section 1.5 and 3.2.2 in effect when the permit was originally issued. (Amended 1982)~~

or take any other action relative thereto. (*Board of Selectmen for the Planning Board*)

**Motion:** Ben Williams moved, duly seconded by Vicki Rellas, that the town vote to amend the Zoning Bylaws as shown under Article 18 in the Planning Board Handout provided at the April 24, 2018 Town Meeting.

*From the Planning Board Handout provided at the April 24, 2018 Town Meeting:*

To amend Section 3.2 (2) of the Zoning Bylaw **as follows**. Additions are shown in **bold** and deletions are shown in ~~strikethrough~~ font:

2) Apartment - This use is permissive in all districts.

a) Single family detached dwelling, together with accessory buildings, containing in the dwelling or in an existing accessory building one additional housekeeping unit provided:

1(a). Such unit shall be occupied by not more than three persons ~~related by blood, adoption or marriage to the family owning and residing in the dwelling; and~~

1(b). ~~Such unit shall be occupied by not more than two domestic employees of the family owning and residing in the dwelling. The owner(s) of the premises shall live in either such unit or the primary dwelling unit;~~

2. The special permit granting authority shall be satisfied that, upon the termination or expiration of the special permit, the facilities of such unit can readily be removed or, alternatively, reintegrated with the dwelling to produce an allowed use of the property under Section 3;

3. The gross floor area of such unit shall not exceed ~~the lesser of 800 1200 square feet or 30 percent of the gross floor area of the dwelling (including any addition thereto for such unit);~~

4. ~~No rent shall be paid for such unit~~ **Any special permit granted shall specify that the external character of the premises shall be that of a single family residence;**

5. The installation of such unit and any use thereof shall be permitted only upon the issuance of a special permit by the special permit granting authority in compliance with the procedures set forth in Section 6;

6. The applicant for a special permit for such unit shall file with the special permit granting authority such plans, specifications and other instruments concerning the proposed unit and the subsequent use thereof as the special permit granting authority may reasonably require by general rule or by request to the applicant;

6(a). ~~The special permit for a unit occupied by persons related to the family owning and residing in the dwelling may be issued for the duration of such occupancy. Such permit shall require the filing of a sworn affidavit by the permit holder with the Town Clerk certifying such occupancy every four years or at such other time as the Board of Selectmen may require.~~

7. ~~6(b).~~ No special permit for a unit ~~occupied by domestic employees~~ shall be issued for a period of more than two years but may be renewable for like periods thereafter in accordance with the procedures set forth in Section 6;

**8. Such unit may not be rented to any single party for a period of less than 30 days.**

~~7. Such special permit shall automatically terminate upon the sale, transfer or other change in ownership of the property of which such unit forms a part;~~

~~8. The Inspector of Buildings may, in addition to other remedies, order removal of the separate kitchen facilities, equipment, fixtures, interior alterations, any separate metering of utilities, and any structural changes, that were installed to create such unit if the lawful use of such unit has expired or been terminated;~~

~~b) Any special permit for a separate house-keeping unit issued prior to May 4, 1982 may be renewed or, within one year of the termination or expiration of such a permit, may be reissued under the provisions of Section 1.5 and 3.2.2 in effect when the permit was originally issued. (Amended 1982)~~

**Motion to Amend:** Michael Newman moved, duly seconded, to add in Section 2) 4. after "residence" the words. "An apartment in a barn or garage is acceptable;"

**Vote on Motion to Amend: Failed.**

**Motion to Amend:** John Higley moved, duly seconded, to add "as of April 24, 2018," after the word "building" in Section 3.2(2) a).

**Vote on Motion to Amend: Carried.**

**Amended Main Motion:**

To amend Section 3.2 (2) of the Zoning Bylaw **as follows**. Additions are shown in **bold** and deletions are shown in ~~strikethrough font~~:

2) Apartment - This use is permissive in all districts.

a) Single family detached dwelling, together with accessory buildings, containing in the dwelling or in an existing accessory building as of April 24, 2018, one additional housekeeping unit provided:

1(a). Such unit shall be occupied by not more than three persons ~~related by blood, adoption or marriage to the family owning and residing in the dwelling;~~ and

1(b). Such unit shall be occupied by not more than two ~~domestic employees of the family owning and residing in the dwelling.~~ **The owner(s) of the premises shall live in either such unit or the primary dwelling unit;**

2. The special permit granting authority shall be satisfied that, upon the termination or expiration of the special permit, the facilities of such unit can readily be removed or, alternatively, reintegrated with the dwelling to produce an allowed use of the property under Section 3;

3. The gross floor area of such unit shall not exceed ~~the lesser of 800 1200 square feet or 30 percent of the gross floor area of the dwelling (including any addition thereto for such unit);~~

4. ~~No rent shall be paid for such unit~~ **Any special permit granted shall specify that the external character of the premises shall be that of a single family residence;**

5. The installation of such unit and any use thereof shall be permitted only upon the issuance of a special permit by

the special permit granting authority in compliance with the procedures set forth in Section 6;

6. The applicant for a special permit for such unit shall file with the special permit granting authority such plans, specifications and other instruments concerning the proposed unit and the subsequent use thereof as the special permit granting authority may reasonably require by general rule or by request to the applicant;

~~6(a). The special permit for a unit occupied by persons related to the family owning and residing in the dwelling may be issued for the duration of such occupancy. Such permit shall require the filing of a sworn affidavit by the permit holder with the Town Clerk certifying such occupancy every four years or at such other time as the Board of Selectmen may require.~~

7. ~~6(b).~~ No special permit for a unit occupied by domestic employees shall be issued for a period of more than two years but may be renewable for like periods thereafter in accordance with the procedures set forth in Section 6;

**8. Such unit may not be rented to any single party for a period of less than 30 days.**

~~7. Such special permit shall automatically terminate upon the sale, transfer or other change in ownership of the property of which such unit forms a part;~~

~~8. The Inspector of Buildings may, in addition to other remedies, order removal of the separate kitchen facilities, equipment, fixtures, interior alterations, any separate metering of utilities, and any structural changes, that were installed to create such unit if the lawful use of such unit has expired or been terminated;~~

~~b) Any special permit for a separate house-keeping unit issued prior to May 4, 1982 may be renewed or, within one year of the termination or expiration of such a permit, may be reissued under the provisions of Section 1.5 and 3.2.2 in effect when the permit was originally issued. (Amended 1982)~~

**Vote on the Amended Main Motion: Carried and Declared by the Moderator to be a Two-Thirds Vote.**

**ARTICLE 19.** To see if the Town will vote to amend Section 3.2 of the Zoning Bylaw by adding the following subsection:

34) Outdoor entertainment in the Business General district is subject to the granting of a Special Permit for a maximum of 2 years by the ZBA, which may impose conditions in addition to the following:

a) Music must cease promptly at 11 p.m. on Fridays and Saturdays and 9 p.m. Sunday through Thursday evenings. Exceptions may be granted by the ZBA for Sundays before a Monday holiday.

b) Amplified music is permitted but the sound must be kept to a maximum of 85 decibels in accordance with L-10 guidelines; measured 50 feet from the source ("L-10" refers to a national guideline for measuring noise levels over time and is recommended by the Environmental Protection Agency. The permit holder is responsible for the measurement and monitoring of sound or noise, which shall be made with a sound-level meter (decibel (dB) meter). The instrument shall be maintained in calibration and good working order.

c) The Zoning Board of Appeals may impose additional conditions on any special permit.

and deleting the words in strikethrough type in the following:

18) Restaurant - This use is permissive in Business G district, prohibited in all others.

~~Restaurant or other place for serving food in premises designed for the service and consumption of food and beverages inside a building or on an adjoining patio; subject to the limitations as to hours, manner, and location of such outdoor service and consumption of any license issued by the Selectmen pursuant to Chapter 140 of the General Laws. and provided further that in no event is live or mechanical entertainment permitted outside of a building, except that the Zoning Board of Appeals may grant a special permit for a specific event featuring outdoor live or mechanical entertainment, which event is to be held for the purpose of raising funds for any non-profit civic or charitable organization, subject to such reasonable conditions as the Board of Appeals may impose for the purpose of mitigating the effects of noise, light, and traffic on nearby residences, provided that no restaurant may receive more than two such special permits in any calendar year. (Amended 1988, 2015, 2018)~~

or take any other action relative thereto. (Board of Selectmen for the Planning Board)

**Motion:** Brendan Daly moved, duly seconded by Jeff Waldron, the Town vote to amend the Zoning Bylaw as shown under Article 19 in the Planning Board Handout provided at the April 24, 2018 Town Meeting.

From the Planning Board Handout provided at the April 24, 2018 Town Meeting:

**ARTICLE 19:** Additions to the current zoning bylaw are shown in **bold** and deletions are shown in ~~strikethrough~~ font. Following its public hearing, the Planning Board recommends changes in the current warrant language, indicated by underlined bold for additions and ~~underlined strikethrough italics~~ for deletions.

To amend Section 3.2 of the Zoning Bylaw by adding the following subsection:

34) Outdoor entertainment in the Business General district is subject to the granting of a Special Permit for a maximum of 2 years by the ZBA, which may impose conditions in addition to the following:

a) **Musie Sound emitted from the event** must cease promptly at ~~11~~ **10:30** p.m. on Fridays and Saturdays and 9 p.m Sunday. ~~through Thursday evenings.~~ Exceptions may be granted by the ZBA for Sundays before a Monday holiday, **and for weekdays during May-October as part of the Special Permit.**

**b) The measurement of sound or noise shall be made with a sound-level meter meeting the standards prescribed by ANSI S1.4 - 1971 Type 1 or Type 2. The**

**instrument shall be maintained in calibration and good working order. A calibration check shall be made of the system at the time of any noise measurement. Measurements recorded shall be taken so as to provide a proper representation of the noise source. During measurement, the microphone shall be positioned so as not to create any unnatural enhancement or diminution of the measured noise. A windscreen for the microphone shall be used when required. Traffic, aircraft and other transportation noise sources and other background noises shall not be considered in taking measurements except where such background noise interferes with the primary noise being measured.**

**The maximum acceptable sound level shall be 75 dBA as measured at the complainant location or that portion of the public way closest to the complainant.**

~~b) Amplified music is permitted but the sound must be kept to a maximum of 85 decibels in accordance with L-10 guidelines; measured 50 feet from the source ("L-10" refers to a national guideline for measuring noise levels over time and is recommended by the Environmental Protection Agency. The permit holder is responsible for the measurement and monitoring of sound or noise, which shall be made with a sound level meter (decibel (dB) meter). The instrument shall be maintained in calibration and good working order.~~

c) The Zoning Board of Appeals **shall adopt regulations specifying who provides the sound-level meter and the method of measurement, and** may impose additional conditions on any special permit.

and deleting the words in strikethrough type in the following:

18) Restaurant - This use is permissive in Business G district, prohibited in all others.

~~Restaurant or other place for serving food in premises designed for the service and consumption of food and beverages inside a building or on an adjoining patio; subject to the limitations as to hours, manner, and location of such outdoor service and consumption of any license issued by the Selectmen pursuant to Chapter 140 of the General Laws. and provided further that in no event is live or mechanical entertainment permitted outside of a building, except that the Zoning Board of Appeals may grant a special permit for a specific event featuring outdoor live or mechanical entertainment, which event is to be held for the purpose of raising funds for any non-profit civic or charitable organization, subject to such reasonable conditions as the Board of Appeals may impose for the purpose of mitigating the effects of noise, light, and traffic on nearby residences, provided that no restaurant may receive more than two such special permits in any calendar year. (Amended 1988, 2015, 2018)~~

**Motion to Amend:** Michael Newman moved, duly seconded, to amend 34) a) by inserting, "Sundays before a Monday holiday shall follow the Saturday rules." after the first sentence and by striking from the last sentence, "for Sundays before a Monday holiday and".

**Vote on amendment Passed:**

Hand count

Yes ..... 93

No ..... 35

A motion was made to call the question. The vote was declared by the Moderator to have passed by two-thirds.

**Amended Main Motion**

To amend Section 3.2 of the Zoning Bylaw by adding the following subsection:

34) Outdoor entertainment in the Business General district is subject to the granting of a Special Permit for a maximum of 2 years by the ZBA, which may impose conditions in addition to the following:

a) ~~Musie~~ **Sound emitted from the event** must cease promptly at ~~11~~ **10:30** p.m. on Fridays and Saturdays and 9 p.m. Sunday. ~~through Thursday evenings.~~ Sundays before a Monday holiday shall follow the Saturday rules. Exceptions may be granted by the ZBA **for weekdays during May-October as part of the Special Permit.**

**b) The measurement of sound or noise shall be made with a sound-level meter meeting the standards prescribed by ANSI S1.4 - 1971 Type 1 or Type 2. The instrument shall be maintained in calibration and good working order. A calibration check shall be made of the system at the time of any noise measurement. Measurements recorded shall be taken so as to provide a proper representation of the noise source. During measurement, the microphone shall be positioned so as not to create any unnatural enhancement or diminution of the measured noise. A windscreen for the microphone shall be used when required. Traffic, aircraft and other transportation noise sources and other background noises shall not be considered in taking measurements except where such background noise interferes with the primary noise being measured.**

**The maximum acceptable sound level shall be 75 dBA as measured at the complainant location or that portion of the public way closest to the complainant.**

~~b) Amplified music is permitted but the sound must be kept to a maximum of 85 decibels in accordance with L 10 guidelines; measured 50 feet from the source ( "L 10" refers to a national guideline for measuring noise levels over time and is recommended by the Environmental Protection Agency. The permit holder is responsible for the measurement and monitoring of sound or noise, which shall be made with a sound level meter (decibel (dB) meter). The instrument shall be maintained in calibration and good working order.~~

c) The Zoning Board of Appeals **shall adopt regulations specifying who provides the sound-level meter and the method of measurement, and** may impose additional conditions on any special permit.

and deleting the words in strikethrough type in the following:

18) Restaurant - This use is permissive in Business G district, prohibited in all others.

Restaurant or other place for serving food in premises designed for the service and consumption of food and

beverages inside a building or on an adjoining patio; subject to the limitations as to hours, manner, and location of such outdoor service and consumption of any license issued by the Selectmen pursuant to Chapter 140 of the General Laws. ~~and provided further that in no event is live or mechanical entertainment permitted outside of a building, except that the Zoning Board of Appeals may grant a special permit for a specific event featuring outdoor live or mechanical entertainment, which event is to be held for the purpose of raising funds for any non-profit civic or charitable organization, subject to such reasonable conditions as the Board of Appeals may impose for the purpose of mitigating the effects of noise, light, and traffic on nearby residences, provided that no restaurant may receive more than two such special permits in any calendar year. (Amended 1988, 2015, 2018)~~

**Vote on the Amended Main Motion: Carried by more than a Two-Thirds Vote.**

Hand count

Yes..... **128**

No..... 27

Total ..... 155

**ARTICLE 20.** To see if the Town will vote to amend Section 3.4 of the Zoning By-law as follows. Additions are shown in **bold** and deletions are shown in strikethrough font:

**3.4 Special Uses Relating to Agriculture, Horticulture and Floriculture** (*Added 1978, Amended 2011, 2018*)

**3.4.1 Purpose.**

The purpose of this subsection is to encourage farming and agricultural operations within the town by permitting, in addition to the principal agricultural activities conducted upon the site, farm events using the farm grounds and accessory structures while also minimizing impacts on abutting properties.

**3.4.2 Buildings and Structures.** Uses that qualify for the exemption for parcels of 5 acres or more or 2 acres or more as described in Chapter 40A, sec. 3 relating to agriculture, horticulture, silviculture, viticulture, aquaculture or floriculture shall be uses allowed as of right provided that appropriate and reasonable screening of buildings and structures, such as hedges or fences, as determined by the Planning Board in light of the nature of the proposed use and the character of the surrounding area be provided. Such determination shall be made within 30 days based on a screening plan submitted as part of an application for a building permit, and referred to the Planning Board by the Building Inspector, in connection with any buildings or structure to be erected within 200 feet of a public way or lot line.

**3.4.3 Farm Events.** Farm structures and grounds may also be used for non-traditional uses ~~to host events~~ including but not limited to, educational conferences, fundraisers for nonprofit entities, weddings and other

personal recognition special events, as an accessory use clearly secondary and incidental to the principal use of the premises for agricultural purposes. Such events and uses are subject to Site Plan Review in accordance with Section 5.3.1 of the Zoning Bylaw, and Section 3 of the Site Plan Rules and Regulations, Parking must be provided in accordance with the requirements of Section 5.1 of the Zoning Bylaw. Such events and uses shall comply with all applicable state and local regulations and licensing requirements and the following:

- a) Music must cease promptly at 11 p.m. on Fridays and Saturdays and 9 p.m. Sunday through Thursday evenings. Exceptions may be granted for Sundays before a Monday holiday.
- b) Amplified music is permitted but the sound must be kept to a maximum of 85 decibels in accordance with L-10 guidelines; measured 50 feet from the source ("L-10" refers to a national guideline for measuring noise levels over time and is recommended by the Environmental Protection Agency. The measurement of sound or noise shall be made with a sound-level meter (decibel (dB) meter). The instrument shall be maintained in calibration and good working order.
- c) The source of outdoor amplified sound must be a minimum of 100 yards from all lot lines, unless a lesser distance is approved through a special permit from the Planning Board. .

or take any action relative thereto. (Board of Selectmen for the Planning Board)

**Motion:** Jane Materazzo moved, duly seconded by Peter Gallitano, that the Town vote to amend the Zoning Bylaws as shown under Article 20 in the Planning Board Handout provided at the April 24, 2018 Town Meeting.

*From the Planning Board Handout provided at the April 24, 2018 Town Meeting:*

To amend Section 3.4 of the Zoning By-law as follows. Addition are shown in **bold** and deletions are shown in ~~strikethrough~~-font:

### **3.4 Special Uses Relating to Agriculture, Horticulture and Floriculture** (*Added 1978, Amended 2011, 2018*)

**3.4.1 Purpose.** The purpose of this subsection is to encourage farming and agricultural operations within the town by permitting, in addition to the principal agricultural activities conducted upon the site, farm events using the farm grounds and accessory structures while also minimizing impacts on abutting properties.

**3.4.2 Buildings and Structures.** Uses that qualify for the exemption for parcels of 5 acres or more or 2 acres or more as described in Chapter 40A, sec. 3 relating to agriculture, horticulture, silviculture, viticulture, aquaculture or floriculture shall be uses allowed as of right provided that appropriate and reasonable screening of buildings and structures, such as hedges or fences, as determined by the Planning Board in light of the nature of the proposed use and the character of the surrounding

area be provided. Such determination shall be made within 30 days based on a screening plan submitted as part of an application for a building permit, and referred to the Planning Board by the Building Inspector, in connection with any buildings or structure to be erected within 200 feet of a public way or lot line.

**3.4.3 Farm Events.** Farm structures and grounds may also be used for ~~non-traditional uses to host~~ events including but not limited to, educational conferences, fundraisers for nonprofit entities, weddings and other personal recognition special events, as an accessory use clearly secondary and incidental to the principal use of the premises for agricultural purposes. Such events and uses are subject to Site Plan Review in accordance with the requirements of Section 5.3.1 of the Zoning Bylaw, and Section 3 of the Site Plan Rules and Regulations regardless of the zoning district. Parking must be provided in accordance with the requirements of Section 5.1 of the Zoning Bylaw. Such events and uses shall comply with all applicable state and local regulations and licensing requirements and the following:

~~a) Music must cease promptly at 11 p.m. on Fridays and Saturdays and 9 p.m. Sunday through Thursday evenings. Exceptions may be granted for Sundays before a Monday holiday.~~

~~b) Amplified music is permitted but the sound must be kept to a maximum of 85 decibels in accordance with L-10 guidelines; measured 50 feet from the source ("L-10" refers to a national guideline for measuring noise levels over time and is recommended by the Environmental Protection Agency. The measurement of sound or noise shall be made with a sound level meter (decibel (dB) meter). The instrument shall be maintained in calibration and good working order.~~

a) **Music** **Sound emitted from the event** must cease promptly at ~~11~~ **10:30** p.m. on Fridays and Saturdays and 9 p.m. Sunday. ~~through Thursday evenings.~~ Exceptions may be granted **by the Planning Board** for Sundays before a Monday holiday **and for weekdays during May-October as part of the Site Plan Review.**

**b) The measurement of sound or noise shall be made with a sound-level meter meeting the standards prescribed by ANSI S1.4 - 1971 Type 1 or Type 2. The instrument shall be maintained in calibration and good working order. A calibration check shall be made of the system at the time of any noise measurement. Measurements recorded shall be taken so as to provide a proper representation of the noise source. During measurement, the microphone shall be positioned so as not to create any unnatural enhancement or diminution of the measured noise. A windscreen for the microphone shall be used when required. Traffic, aircraft and other transportation noise sources and other background noises shall not be considered in taking measurements except where such background noise interferes with the primary noise being measured.**

**The maximum acceptable sound level shall be 75 dBA as measured at the complainant location or that portion of the public way closest to the complainant.**

~~c) The source of outdoor amplified sound must be a minimum of 100 yards from all lot lines, unless a lesser~~



distance is approved through a special permit from the Planning Board.

**Motion to Amend:** Michael Newman moved, duly seconded, to amend Section 3.4.3 a) by adding after the first sentence, "Sundays prior to a Monday holiday shall follow the Saturday rules." and by striking from the last sentence, "for Sundays before a Monday holiday and".

**Vote on Amendment: Carried.**

**Motion to Amend:** Seth Molloy moved, duly seconded, to amend the article by adding, "The number of events to be limited to two per month per farm."

**Vote on Amendment: Failed.**

**Motion to Amend:** Seth Molloy moved, duly seconded, to amend the article by reducing the dB limit to 60dB.

**Vote on Amendment: Failed.**

**Motion to Amend:** Rick Novak moved and then withdrew an amendment.

**Motion to Amend:** Robert Johnson moved, duly seconded, to amend Article 20 in the following ways:

1) Paragraph 3.4.3 b) At the end add "The Town is strongly encouraged to purchase a sound-level meter of this type for use by the Zoning Enforcement Officer and the Police Department."

2) In the last paragraph change "75 dBA" to "60 dBA."

**Vote on Amendment part 1): Failed.**

**Vote on Amendment part 2): Ruled to have already been voted down in a previous amendment.**

**Amended Main Motion**

### **3.4 Special Uses Relating to Agriculture, Horticulture and Floriculture** (*Added 1978, Amended 2011, 2018*)

**3.4.1 Purpose.** The purpose of this subsection is to encourage farming and agricultural operations within the town by permitting, in addition to the principal agricultural activities conducted upon the site, farm events using the farm grounds and accessory structures while also minimizing impacts on abutting properties.

**3.4.2 Buildings and Structures.** Uses that qualify for the exemption for parcels of 5 acres or more or 2 acres or more as described in Chapter 40A, sec. 3 relating to agriculture, horticulture, silviculture, viticulture, aquaculture or floriculture shall be uses allowed as of right provided that appropriate and reasonable screening of buildings and structures, such as hedges or fences, as determined by the Planning Board in light of the nature of the proposed use and the character of the surrounding area be provided. Such determination shall be made within 30 days based on a screening plan submitted as part of an application for a building permit, and referred to the Planning Board by the Building Inspector, in connection with any buildings or structure to be erected within 200 feet of a public way or lot line.

**3.4.3 Farm Events** Farm structures and grounds may also be used for events including but not limited to, educational conferences, fundraisers for nonprofit entities, weddings and other personal recognition special events, as an accessory use clearly secondary and incidental to the principal use of the premises for agricultural purposes. Such events and uses are subject to Site Plan Review in accordance with the requirements of Section 5.3.1 of the Zoning Bylaw, and Section 3 of the Site Plan Rules and Regulations regardless of the zoning district Parking

must be provided in accordance with the requirements of Section 5.1 of the Zoning Bylaw. Such events and uses shall comply with all applicable state and local regulations and licensing requirements and the following:

a) Sound emitted from the event must cease promptly at 10:30 p.m. on Fridays and Saturdays and 9 p.m. Sunday. Sundays prior to a Monday holiday shall follow the Saturday rules. Exceptions may be granted by the Planning Board for weekdays during May-October as part of the Site Plan Review.

b) The measurement of sound or noise shall be made with a sound-level meter meeting the standards prescribed by ANSI S1.4 - 1971 Type 1 or Type 2. The instrument shall be maintained in calibration and good working order. A calibration check shall be made of the system at the time of any noise measurement. Measurements recorded shall be taken so as to provide a proper representation of the noise source. During measurement, the microphone shall be positioned so as not to create any unnatural enhancement or diminution of the measured noise. A windscreen for the microphone shall be used when required. Traffic, aircraft and other transportation noise sources and other background noises shall not be considered in taking measurements except where such background noise interferes with the primary noise being measured.

The maximum acceptable sound level shall be 75 dBA as measured at the complainant location or that portion of the public way closest to the complainant.

**VOTE ON THE AMENDED MAIN MOTION: CARRIED and DECLARED BY THE MODERATOR TO BE A TWO-THIRDS VOTE.**

At 11:24 pm the Moderator entertained a motion to adjourn which was met with a roar of approval.

### **Adjourned Session, Thursday, April 26, 2018**

A quorum of 100 registered voters being present, Moderator Mary Wolff called the second night of 2018 Annual Town Meeting of the Town of Sherborn to order at a little past 7:00 pm, April 26, 2018, in the Dover Sherborn Regional School, Dover, Massachusetts.

Moderator Mary Wolff reviewed the logistics of town meeting and gave a concise summary of the procedural ground rules for Town Meeting. Ms. Wolff then called for the first article of the evening, Article 21.

**ARTICLE 21.** To see if the Town will amend Section 5.10, Large-Scale Ground Mounted Solar Photovoltaic Facilities, of the Zoning Bylaw by adding the following section:

### **Section 5.10.12 Siting by Special Permit**

Outside the SPOD ground mounted solar photovoltaic systems whose primary purpose is to supply electricity to the electric grid rather than used on site shall be subject to a special permit granted by the Planning Board. Such special permits shall be subject to all of the requirements of Sections 5.10.4 through 5.10.11 plus the following additional requirements:

(a) No such facility shall be located closer than 500 feet from any residence other than that of the property owner;  
(b) Such facilities shall be screened from view of abutting residences and public ways. This requirement may be waived by the Planning Board based on the circumstances of a specific site such as topography, soil conditions, or a location where visibility of the facility is desired.

(c) No more than 10% of such facility may be located on land that has been actively farmed or has been woodland within the five years previous to the date of application.

(d) The Planning Board may adopt regulations pertaining to standards for the review and approval of such facilities. or take any action relative thereto. *(Board of Selectmen for the Planning Board)*

**Motion:** Steven Tsai moved, duly seconded by Stephen Leahy that the Town vote to take no action on Article 21.

**Vote to take No Action: Carried.**

At 7:15 pm, Stephen Leahy moved to take Articles 23 and 24 out of order.

**Vote to take Articles 23 and 24 out of order Carried.**

**ARTICLE 23.** To see if the Town will vote to allow the Town Moderator (after consultation with the Board of Selectmen) to appoint a taskforce entitled Governance Task Force II, of five registered voters, to recommend changes to the Town By-Laws dealing with governance after both considering the recommendations in the DOR and Collins reports and exploring the structure of towns in Eastern Massachusetts which they judge to be somewhat similar in size, and well and creatively run. Preferably each of the task force members will have competency/experience in one or more of the following areas: organizational structures, finance, and human resources. Further, that the task force report back to the Town within nine months, such report to include draft warrant article for the Town to consider at a subsequent Town Meeting, or take any other action relative thereto. *(Board of Selectmen for Citizen)*

**Motion:** Vicki Rellas moved, duly seconded by Brendan Daly, that the Town vote to allow the moderator (after consultation with the Board of Selectmen) to appoint a taskforce entitled Governance Task Force II, of five registered voters, to recommend changes to the Town By-Laws dealing with governance after both considering the recommendations in the DOR and Collins reports and exploring the structure of towns in Eastern Massachusetts which they judge to be somewhat similar in size, and well and creatively run. Preferably each of the task force members will have competency/experience in one or more of the following areas: organizational structures, finance, and human resources. Further, that the task force report back to the Town within nine months, such report to include draft warrant article for the Town to consider at a subsequent Town Meeting.

**Vote: Carried Unanimously.**

*Note: Former Moderator Corey Lincoln stepped to the podium for Article 24 as both the current Moderator and the Town Clerk were sponsors of Article 24.*

**ARTICLE 24.** To see if the Town will vote to establish a committee, appointed jointly by the Board of Selectmen and the Town Moderator, to investigate options for electronic voting (EV) for use at future town meetings. Membership on the committee will include: one (1) at-large member and two (2) members with background and verifiable experience in IT / other appropriate technology. The Town Clerk and the Town Moderator will be ex-officio members. The committee will provide a detailed report to the Moderator and the Board of Selectmen delineating options available for EV and the specific costs to Sherborn for each option available, and the report shall be submitted to the Moderator and the Board of Selectmen no later than November 2, 2018 or take any other action relative thereto. *(Board of Selectmen for the Moderator and Town Clerk)*

**Motion:** Jeff Waldron moved, duly seconded by Jane Materazzo that the Town vote to establish a committee, appointed jointly by the Board of Selectmen and the Town Moderator, to investigate options for electronic voting (~~EV~~) for use at future town meetings. Membership on the committee will include: one (1) at-large member and two (2) members with background and verifiable experience in IT / other appropriate technology. The Town Clerk and the Town Moderator will be ex-officio members. The committee will provide a detailed report to the Moderator and the Board of Selectmen delineating options available for ~~EV~~ electronic voting and the specific costs to Sherborn for each option available, and the report shall be submitted to the Moderator and the Board of Selectmen no later than November 2, 2018.

**Vote: Carried.**

The town meeting then returned to the Warrant to take up Article 22.

**ARTICLE 22.** To see if the Town will vote to amend the Zoning Bylaw by deleting Section 4.5 in its entirety and replacing it with the following:

#### **Section 4.5 Open Space Subdivision**

##### **Purpose and Intent:**

The primary purposes for this bylaw are to:

1. Further the goals and policies of the Sherborn General and Open Space and Recreation Plans;
2. Provide for the by-right construction of Open Space Design (OSD) subdivision development in lieu of conventional subdivision development;
3. Encourage the permanent preservation of open space, agricultural land, forestry land, wildlife habitat, other natural resources including aquifers, water bodies and wetlands, and historical and archaeological resources;
4. Enable landowners to realize equity from development of a small percentage of their land while

- current conservation, agricultural or open space recreational uses continue on the majority of the property;
5. Expedite the permitting of projects;
  6. Encourage a less sprawling and more efficient form of development that consumes less open land and conforms to existing topography and natural features;
  7. Facilitate the construction and maintenance of housing, streets, utilities, and public services in a more economical and efficient manner.
  8. Reduce energy consumption and greenhouse gas emissions;
  9. Minimize the total amount of disturbance on the site; and
  10. Promote the incorporation of Low Impact Development and Green Infrastructure into development designs.

**Definitions:**

“Homeowners Association” shall mean the corporation, trust, or association owned by the unit owners within an Open Space Design development and used by them to manage and regulate their affairs, including any commonly owned land or facilities.

“Open Space Design” development shall mean a process for the development of land that: (a) calculates the amount and area of development allowed up-front by formula; (b) requires a Conservation Analysis to identify the significant natural, cultural, and historic features of the land; (c) concentrates development, through design flexibility and reduced dimensional requirements, in order to preserve those features; and (d) permanently preserves at least sixty percent of the land in a natural, scenic or open condition or in agricultural, farming or forest use.

**Applicability:**

- A. Open Space Design is allowed by right under zoning, subject only to the requirements of the subdivision regulations and site plan review as applicable and any other generally applicable non-zoning land use regulations, and may be proposed anywhere within the R-A, R-B and R-C districts. All housing developments (including residential subdivisions or residential developments where the property is held in condominium, cooperative ownership, or other form where the property is not subdivided shall comply with the Open Space Design provisions of this section, unless the Planning Board allows a development that deviates from the requirements of this section by Special Permit. Such deviations may be approved if the applicant demonstrates that the proposed alternative development configuration provides adequate protection of the site’s environmental resources and fulfills the purposes of this Section as well as or better than an Open Space Design.
- B. Subsection A above does not apply to construction of homes on individual lots that existed prior to [date of the first publication of notice of the public hearing on the adoption of this section] or to lots created through the “Approval Not Required” (ANR) process. However, if subdivision approval is not required an applicant may nevertheless voluntarily apply for an Open Space Design under this section. In such a case, prior to lot creation via the ANR process the application shall be subject to site

plan review in accordance with the substantive and procedural requirements of Section 5.3.1 (a) regardless of the district it is in.

C. If the proposed Open Space Design involves one or more shared driveways, density bonuses, transfer of development rights, and/or any other use that requires a special permit, or site plan review for lot configuration or any other purpose, the proceedings for all such special permits and the Site Plan review shall occur in one consolidated special permit proceeding before the Planning Board.

D. Open Space Design may be applied to non-contiguous parcels. That is, the total maximum number of residential units as determined according to the requirements of the following section may be determined on 2 or more separate parcels and the calculated number of units may be applied to a single parcel while the open space requirement is met on a separate parcel, provided that the separate parcel would otherwise be able to accommodate the building lots allowed..

**Yield: Allowable Residential Units**

The base maximum number of residential units in an Open Space Design is calculated in one of the two following methods:

A. By submitting a Yield Plan meeting the requirements of a Preliminary Plan as outlined in Section 3.1 of the Planning Board’s Rules and Regulations Governing the Subdivision of Land. The Planning Board reserves the right to challenge any lot shown on a Yield Plan and may require data to document the feasibility of any proposed road and/or building lot; or

B. By a formula based upon the net acreage of the property. This formula takes into account site-specific development limitations that make some land less suitable for development than other land. This calculation involves two steps, calculating the net acreage and dividing by the allowed density.

**Net Acreage Calculation**

The factors named below are included for net acreage calculation purposes only and do not convey or imply any regulatory constraints on development siting that are not contained in other applicable provisions of law, including this zoning bylaw. To determine net acreage, subtract the following from the total (gross) acreage of the site:

A. Half of the acreage of land with slopes of 20% or greater;

B. The total acreage of land subject to easements or restrictions prohibiting development, lakes, ponds, vernal pools, 100-year floodplains as most recently delineated by FEMA, Zone I and A around public water supplies, and all wetlands as defined in Chapter 131, Section 40 of the General Laws and any state or local regulations adopted there under, as delineated by an accredited wetlands specialist and approved by the Conservation Commission; and

C. Ten percent of the remaining site acreage after the areas of A and B are removed to account for subdivision roads and infrastructure.

### **Unit Count Calculation**

The base maximum number of allowable residential dwelling units on the site is determined by dividing the net acreage by the required acreage (allowed density) for a dwelling unit in the district under this bylaw. Fractional units of less than .5 shall be rounded down and .5 or more shall be rounded up. The required acreage for each district is:

<b><u>District</u></b>	<b><u>Required Acreage per Unit</u></b>
R-A	1
R-B	2
R-C	3

### **Lots in More than One District**

For lots in more than one district, the allowable unit count (excluding bonuses) and required open space for each district shall be computed separately first. These totals shall be added together and then rounded as above. The allowable maximum bonus for the entire development shall be calculated based upon this combined total number of units. The permitted location of the units and protected open space shall be wherever the Planning Board determines best fits the characteristics of the land, based upon the Conservation Analysis and Findings.

### **General Requirements:**

1. **Housing Types.** Housing units within the R-A, R-B and R-C districts shall be single-family structures. Duplexes and multi-family structures may be allowed by special permit.
2. **Parking.** Each unit may be served by a maximum of two off-street parking spaces. Additional parking for guests must be part of the plan.

### **Dimensional Requirements:**

Lot size and shape, unit placement, and other dimensional requirements within an Open Space Design are subject to the following limitations:

**Objectives:** Lots/units shall be located and arranged to advance the resource conservation objectives of the master and open space and recreation plans and to protect: views from roads and other publicly accessible points; farmland; wildlife habitat; large intact forest areas; hilltops; ponds; steep slopes; and other sensitive environmental resources.

**Monumentation:** Industry accepted monumentation of a type consistent with the use of the open space shall clearly delineate the boundaries of the protected open space in manner that facilitates monitoring and enforcement.

**Area:** There is no required minimum lot size for zoning purposes. The limiting factor on lot size in Open Space Design is typically the need for adequate water supply and sewage disposal. This does not affect the ability of the Board of Health to require area on a lot for water supply protection and the disposal of wastewater.

**Frontage:** There is no numerical requirement for road frontage in an Open Space Design. Each lot must have legally and practically adequate vehicular access to a public way or a way approved under the subdivision

regulations either directly across its own frontage or via a shared driveway approved by special permit.

**Setbacks:** Buildings must be set back a minimum of 60 feet from the rear and side lot lines on the perimeter of the development and 100 feet from any frontage on a Scenic Road, unless the Planning Board grants a lesser distance through a special permit process.

### **Open Space Requirements:**

**Minimum:** A minimum of 60% of the land area of the OSD shall be set aside as permanently conserved open space. A greater percentage may be set aside voluntarily or in exchange for additional housing units as authorized by a Planning Board approved special permit. The minimum percentage of required open space may be reduced by no more than 10% provided the full required minimum open space is mapped and the land that would otherwise be permanently conserved is shown. This land shall be subject instead to a Restrictive Covenant under G.L. Chapter 184, Sections 26-30, which shall be approved by the Planning Board and Board of Selectmen and enforceable by the Town. Said land may be utilized for common water supply wells and associated infrastructure, common subsurface leaching fields and other underground components of wastewater systems, and rain gardens, constructed wetlands, and other decentralized stormwater management systems consistent with Low Impact Development (LID) that serve the Open Space Design. Treated stormwater may be discharged into the protected open space or land subject to a restrictive covenant. All protected land must be shown on approved plans.

**Wetlands:** The percentage of wetlands (as defined in the Sherborn Wetlands Bylaw) on the minimum required open space parcel(s) shall be no greater than the percentage of wetlands on the parcel as a whole.

**Contiguity of Open Space:** Preserved open space shall be contiguous to the greatest extent practicable. Where noncontiguous pockets of open space are preferable to protect conservation areas, applicants shall connect these resources area to the greatest extent practicable through the use of trails and/or vegetated corridors. Open Space will still be considered contiguous if it is separated by a shared driveway, roadway, or trail.

### **Permanent Conservation of the Required Open Space:**

Any land required to be set aside as open space, voluntarily preserved in excess of that required, conserved as a condition of site plan approval, or protected in exchange for additional density pursuant to a special permit, shall be permanently protected pursuant to Article 97 of the Articles of Amendment to the Constitution of the Commonwealth of Massachusetts or a perpetual restriction under G.L. Chapter 184 Section 31-33. Unless conveyed to the Conservation Commission, the required open space shall be subject to a permanent Conservation, Watershed, or Agricultural Preservation Restriction conforming to the standards of the Massachusetts Executive Office of Environmental Affairs, Division of Conservation Services, or Department of Agricultural Resources in accordance with G.L. Chapter. 184 Section 31-33, approved by the Planning Board and Board of Selectmen and held by the

Town of Sherborn, the Commonwealth of Massachusetts, or a non-profit conservation organization qualified to hold conservation restrictions under G.L. Chapter 184, Section 31-33. Any proposed open space that does not qualify for inclusion in a Conservation Restriction, Watershed, or Agricultural Preservation Restriction or that is rejected from inclusion in these programs by the Commonwealth of Massachusetts shall be subject to a Restrictive Covenant in perpetuity under G.L. Chapter 184, Sections 26-30, which shall be approved by the Planning Board and Board of Selectmen and held by or for the benefit of the Town of Sherborn

The restriction shall specify the prohibited and permitted uses of the restricted land, which would otherwise constitute impermissible development or use of the open space, consistent with the Allowable and Prohibited Uses subsections of this bylaw and any permits. The restriction may permit, but the Planning Board may not require, public access or access by residents of the development to the protected land.

**Timing:** Any restriction or other legal document necessary to permanently conserve open space as required herein shall be recorded prior to the release of any lots in a subdivision or prior to the issuance of any building permits in a development that does not require subdivision.

**Allowable Use of the Open Space:** Such land shall be perpetually kept in an open state, preserved exclusively for the purposes set forth herein and in the deed and/or in the restriction, and maintained in a manner which will ensure its suitability for its intended purposes. Proposed use(s) of the open space consistent with this section shall be specified in the application.

a. The open space shall be used for wildlife habitat and conservation and the following additional purposes: historic preservation, outdoor education, passive recreation, aquifer protection, agriculture, horticulture, forestry, or a combination of these uses, and shall be served by suitable access for such purposes.

b. The Planning Board may permit a small portion of the open space, not to exceed 5%, to be paved or built upon (preferably using permeable pavement and other means of retaining natural hydrology) for structures accessory to the dedicated use or uses of such open space (i.e. barns or other farm structures, parking to facilitate public access for passive recreation, informational kiosks, pedestrian walks, ADA access, and bike paths) so long as the conservation values of the open space are not compromised.

c. The open space may be used as the land subject to a restriction for the purpose of an aggregate calculation under Title V.

**Prohibited Use of the Open Space:** The open space within an OSD shall be perpetually kept in an open state, preserved exclusively for the purposes set forth in the Allowed Uses section of this bylaw, and maintained in a manner that will ensure its suitability for its intended purposes. The following uses are expressly prohibited except in conformance with an allowed use:

a. Constructing or placing of any temporary or permanent building, tennis court, landing strip, mobile home, swimming pool, fences, asphalt or concrete pavement, sign, billboard or other advertising display, antenna, utility pole, tower, conduit, line or other temporary or permanent structure or facility on, above, or under the open space that is not in conformance with an authorized use of the open space (e.g. a barn or other structure associated with agriculture);

b. Mining, excavating, dredging, or removing soil, loam, peat, rock, gravel or other mineral resource or natural deposit;

c. Placing, filling, storing, or dumping of soil, refuse, trash, vehicles or parts thereof, rubbish, debris, junk, waste, or other substance or material whatsoever or the installation of underground storage tanks;

d. Cutting, removing, or destroying of trees, grasses or other vegetation unless in conformance with an authorized use such as agriculture, forestry, or recreation;

e. Subdivision; neither further division of the protected open space into lots or the use of the protected open space toward any further building requirements on this or any other lot is permitted;

f. Activities detrimental to drainage, flood control, water conservation, water quality, erosion, soil conservation, or archeological conservation;

g. Purposefully introducing or allowing the introduction of species of plants and animals recognized by the Executive Office of Energy and Environmental Affairs to pose a substantial risk of being invasive or otherwise detrimental to the native plant and animal species and plant communities on the property;

h. The use, parking or storage of motorized vehicles, including all-terrain vehicles (ATVs), motorcycles, and campers, except in conformance with an authorized use of the open space or as required by the police, firefighters, or other governmental agents in carrying out their duties; and

i. Any other use or activity which would materially impair conservation interests unless necessary in an emergency for the protection of those interests.

**Ownership of the Open Space:** At the applicant's discretion the open space may be owned by:

(1) A private owner for agricultural, horticultural, forestry or any other purpose not inconsistent with the conservation or agricultural restriction;

(2) A non-profit organization or agency of the Commonwealth, with their consent, whose principal purpose is the conservation of open space for any of the purposes set forth herein;

(3) The Town of Sherborn under the care and custody of the Conservation Commission; or

(4) A homeowners association (HOA) as defined herein owned jointly or in common by the owners of lots or units within the project. If option four is selected the following shall apply:

a. The documents organizing the HOA shall be drafted by the applicant and approved by the Planning Board before final approval of the OSD development, recorded prior to the issuance of building permits, comply with all applicable provisions of state law, and pass with conveyance of the lots or units in perpetuity. Each

individual deed, and the deed, trust, or articles of incorporation, shall include language designed to effect these provisions.

b. Membership must be mandatory for each property owner, who must be required by recorded covenants and restrictions to pay fees to the HOA for taxes, insurance, and maintenance of common open space, private roads, and other common facilities.

c. The HOA must be responsible in perpetuity for liability insurance, property taxes, the maintenance of recreational and other facilities, private roads, and any shared driveways.

d. Property owners must pay their pro rata share of the costs in subsection c above, and the assessment levied by the HOA must be able to become a lien upon individual properties within the OSD.

e. The HOA must be able to adjust the assessment to meet changed needs.

f. The applicant shall make a conditional grant to the Conservation Commission, binding upon the HOA, of the fee interest to all open space to be conveyed to the HOA. Such offer may be accepted by the Conservation Commission, at the discretion of the Board of Selectmen, upon the failure of the HOA to take title to the open space from the applicant or other current owner, upon dissolution of the association at any future time, or upon failure of the HOA to fulfill its maintenance obligations hereunder or to pay its real property taxes.

g. Ownership shall be structured in such a manner that real property taxing authorities may satisfy property tax claims against the open space lands by proceeding against individual property owners in the HOA and the dwelling units they each own.

h. Sherborn Town Counsel must find that the HOA documents presented satisfy the conditions in Subsections a through g above, and such other conditions as the Planning Board shall deem necessary.

Selection of ownership option one, two, or four requires:

a. The conveyance of a conservation restriction as outlined herein; and

b. The granting of an access easement over such land sufficient to ensure its perpetual maintenance as agricultural, conservation, or recreation land. Such easement shall provide that in the event the trust or other owner fails to maintain the open space in reasonable condition, the Sherborn may, after notice to the lot owners and public hearing, enter upon such land to maintain it in order to prevent or abate a nuisance. The cost of such maintenance by the Sherborn shall be assessed against the properties within the development and/or to the owner of the open space. Pursuant to G.L. Chapter 40 Section 58 the Sherborn may file a lien against the lot or lots to ensure payment for such maintenance. Pursuant to G.L. Chapter 40 Section 57 the Sherborn may also deny any application for, or revoke or suspend a building permit or any local license or permit, due to neglect or refusal by any property owner to pay any maintenance assessments levied.

#### **Maintenance:**

The Planning Board shall require the establishment of ongoing maintenance standards as a condition of

development approval to ensure that utilities are properly maintained and the open space land is not used for storage or dumping of refuse, junk, or other offensive or hazardous materials. Such standards shall be enforceable by the Town against any owner of open space land, including an HOA. If the Board of Selectmen finds that the maintenance provisions are being violated to the extent that the condition of the utilities or the open land constitutes a public nuisance, it may, upon 30 days written notice to the owner, enter the premises for necessary maintenance, and the cost of such maintenance by the Town shall be assessed ratably against the landowner or, in the case of an HOA, the owners of properties within the development, and shall, if unpaid, become a property tax lien on such property or properties.

**Submission Requirements:** In order to enable the Planning Board to determine whether or not a proposed open space design satisfies the purposes and standards of the Open Space Design section of the Zoning Bylaw an applicant must present sufficient information on the environmental and open space resources for the Board to make such a determination. The required information shall be provided in the form of a “conservation analysis” as described in the Subdivision Regulations. In the case of an Open Space Design that is not a subdivision, and that is presented as a site plan review application, the Planning Board may require the submission of all or only part of a conservation analysis as described in the subdivision regulations. Proposed use(s) of the open space consistent with this section shall be specified in the application.

or take any other action relative thereto. (*Board of Selectmen for the Planning Board*)

**Motion:** Ben Williams moved, duly seconded, that the Town vote to amend the Zoning Bylaw as shown under Article 22 in the Planning Board Handout provided at the April 24, 2018 Town Meeting, and further, to authorize the Town Clerk, in consultation with the Town Administrator, to make such ministerial amendments to the numbering of said bylaw, including insertion of numbering and lettering for sections and subsections, as may be necessary to bring such bylaw into accord with the Zoning Bylaw numbering system.

**Motion to Amend:** John Higley moved, duly seconded, to amend the main motion in Section 4.5 Open Space under “Dimensional Requirements” to amend the “Frontage” section by adding the word “internal” in the first line between “requirement for” and “road frontage.” Also to add the following sentence to the end of the Frontage sentence: “The subject parcel must have, as a minimum, the frontage on a public way that is required in the zoning district in which it lies.”

**Vote on Amendment: Carried.**

Considerable and lengthy discussion on Article 22 ensued.

**Motion to Withdraw Original Motion:** Ben Williams moved, duly seconded, to withdraw his original Article 22

motion from consideration. *Note: Ben Williams made the original motion to vote the amendments to the Zoning Bylaws in Article 22.*

**Vote on the Motion to Withdraw Original Motion:  
Carried.**

The Sherborn 2018 Annual Town Meeting was dissolved at 8:32 pm, April 26, 2018.

Carole B. Marple, cmmc  
Town Clerk

As required by law, a detailed report of all appropriations and transfers voted by the aforementioned Town Meeting was sent by the Town Clerk to the Board of Assessors with copies to Advisory Committee, Town Accountant, Town Treasurer, and Board of Selectmen.

Copies of the amendments to the Zoning By-Laws adopted under Articles 18, 19, and 20 and amendments to the General Bylaws adopted under Articles 13, 14, 16, and 17 of the warrant for the April 24, 2018 Annual Town Meeting, along with all necessary documentation, were submitted electronically to the Attorney General for her approvals.

Amendments to Zoning By-Laws adopted under Articles 18, 19, and 20 and amendments to the General Bylaws adopted under Articles 13, 14, 16, and 17 of the warrant for the April 24, 2018 Annual Town Meeting were approved by the Office of Attorney General on September 18, 2018. Notice of the approvals was posted at several places in the Town of Sherborn. No claims of invalidity due to procedural defects were received.

Note: The portion of Article 13 that accepted MGL 40:57, did not require approval.

# ELECTIONS

## Special Town Election

January 9, 2018

Total Ballots Cast 181

### Selectman (one)

George Carlton Morrill	164
Others	8
Blanks	9

## Annual Town Election

May 8, 2018

Total Ballots Cast 741

### Moderator

Mary D. Wolff	584
Others	6
Blanks	151

### Selectman (3 years)

Charles E. Yon	602
Others	3
Blanks	136

### Selectman (1 year)

Frank B. Hoek	348
Eric V. Johnson	378
Others	0
Blanks	15

### Assessors

Michael Aaron Goldstein	570
Others	0
Blanks	171

### Sherborn School Committee (Vote for Two)

Amanda C. Brown	529
Megan M. Page	515
Others	0
Blanks	438

### Trustee, Sawin Academy

Georgia Bruggeman	550
Others	0
Blanks	191

### Trustee, Public Library (Vote for Three)

Christopher Kenney	543
Henry J. Rauch	527
Lisa M. Schwarz	532
Others	0
Blanks	621

### Trustee, Public Library (1 year)

Bruce K. Eckman	562
Others	0
Blanks	179

### Water Commissioner

Frank S. Hess	585
Others	1
Blanks	155

### Cemetery Commissioner

Susan L. Tyler	568
Others	0
Blanks	173

### Planning Board

William M. Dunham	545
Others	1
Blanks	195

### Regional School Committee

Judith A. Miller	417
Vicki A. Rellas	216
Others	1
Blanks	107

### Board of Health (Vote for Two)

Rebecca B. O'Sullivan-Hunnewell	505
David H. Sossen	494
Others	5
Blanks	478

### Recreation Commission

Gavin R. Mish	563
Others	0
Blanks	178

### Question 1 (CM&D Sweeper)

Yes	426
No	275
Blanks	40

### Question 2 (FD Urban Pumper)

Yes	499
No	207
Blanks	35

### Question 3 (FD Water Pumper)

Yes	495
No	207
Blanks	39

### Question 4 (PHS Improvements)

Yes	526
No	183
Blanks	32

### Question 5 (DSRS Improvements)

Yes	521
No	184
Blanks	36



## State Primary Election

September 4, 2018

**Total Ballots Cast** **539**

### Democratic Party

#### Senator in Congress

Blanks	48
Elizabeth Warren	488
Others	3

#### Governor

Blanks	98
Jay M. Gonzalez	337
Bob Massie	98
Charlie Baker	6
Others	0

#### Lieutenant Governor

Blanks	118
Quentin Palfrey	260
Jimmy Tingle	161
Others	0

#### Attorney General

Blanks	38
Maura Healey	501
Others	0

#### Secretary of State

Blanks	21
William Francis Galvin	340
Josh Zakim	178
Others	0

#### Treasurer

Blanks	92
Deorah B. Goldberg	447
Others	0

#### Auditor

Blanks	107
Suzanne Bump	432
Others	0

#### Representative in Congress

Blanks	65
Katherine Clark	474
Others	0

#### Councillor

Blanks	128
Robert Jubinville	411
Others	0

#### Senator in General Court

Blanks	95
Kristopher K. Aleksov	41
Jacqueline S. Katz	104
Rebecca L. Rausch	299
Others	0

## Representative in General Court

Blanks	65
David Paul Linsky	474
Others	0

#### District Attorney

Blanks	88
Marian Ryan	269
Donna Patalano	182
Others	0

#### Clerk of Courts

Blanks	111
Michael A. Sullivan	428
Others	0

#### Register of Deeds

Blanks	113
Maria C. Curtatone	426
Others	0

#### Republican Party

**Total Ballots Cast** **212**

#### Senator in Congress

Blanks	16
Geoff Diehl	78
John Kingston	54
Beth Joyce Lindstrom	64

#### Governor

Blanks	1
Charles D. Baker	167
Scott D. Lively	44
Others	0

#### Lieutenant Governor

Blanks	45
Karyn E. Polito	165
Others	2

#### Attorney General

Blanks	54
James R. Mahon, III	80
Daniel L. Shores	77
Others	1

#### Secretary of State

Blanks	73
Anthony M. Amore	138
Others	1

#### Treasurer

Blanks	73
Keiko M. Orrall	138
Others	1

#### Auditor

Blanks	74
Helen Brady	137
Others	1

**Representative in Congress**

Blanks	60
John Hugo	56
Louis Kuchnir	95
Others	1

**Councillor**

Blanks	212
Others	0

**Senator in General Court**

Blanks	64
Richard J. Ross	148
Others	0

**Representative in General Court**

Blanks	212
Others	0

**District Attorney**

Blanks	212
Others	0

**Clerks of Courts**

Blanks	212
Others	0

**Register of Deeds**

Blanks	211
Others	1
0	

**Libertarian Party**

**Total of Four Ballots were cast.** There were no candidates for the Libertarian party ballot. Ballot information can be obtained from the Town Clerk's office.

**State Election**

**November 6, 2018**

**Total Ballots Cast 2412**

**Senator in Congress**

Blanks	40
Elizabeth A. Warren	1525
Geoff Diehl	759
Shiva Ayyadura	83
Write Ins	5

**Governor & Lt. Governor**

Blanks	51
Baker & Polito	1670
Gonzalez & Palfrey	690
Others	1

**Attorney General**

Blanks	59
Maura Healey	1745
James R. McMahon III	608
Others	0

**Secretary of State**

Blanks	90
William Francis Galvin	1711
Anthony M. Amore	549
Juan G. Sanchez, Jr.	62
Others	0

**Treasurer**

Blanks	151
Deborah B. Goldberg	1609
Keiko M. Orrall	603
James M. Guerin	49
Others	0

**Auditor**

Blanks	166
Suzanne M. Bump	1424
Helen Brady	647
Daniel Fishman	134
Edward J. Stamas	41
Others	0

**Representative in Congress**

Blanks	91
Katherine M. Clark	1667
John Hugo	654
Others	0

**Councillor**

Blanks	639
Robert L. Jubinville	1754
Others	19

**Senator in General Court**

Blanks	122
Richard J. Ross	917
Rebecca L. Rausch	1373
Others	0

**Representative In General Court**

Blanks	537
David Paul Linsky	1863
Others	12

**District Attorney**

Blanks	603
Marian T. Ryan	1797
Others	12

**Clerk of Courts**

Blanks	607
Michael A. Sullivan	1796
Others	9

**Register of Deeds**

Blanks	605
Maria C. Curtatone	1799
Others	8

**Question 1 (nurse/patient limit)**

Blanks	69
Yes	548
No	1795

**Question 2 (limit corporation dollars)**

Blanks	86
Yes	1763
No	563

**Question 3 (gender identity)**

Blanks	50
Yes	1852
No	510

## 2018 VITAL STATISTICS

The following is a listing of births, marriages and deaths that were recorded by the Sherborn Town Clerk's Office and reported to the Department of Vital Records and Statistics for 2012. With the passage of Chapter 431 of the Acts of 1991, the Town Clerk's office may no longer publish the birth of residents. This act, approved December 29, 1991, prohibits the disclosure of names of children under the age of eighteen (18) collected via the Annual Street Census. Additionally, the State Registry of Vital Statistics strongly recommends that towns not print the names and dates of vitals in town reports due to changes in the laws and the increase in identity thefts.

### 2018 Births:

	<u>Males</u>	<u>Females</u>	<u>Total</u>
January	2	0	2
February	1	0	1
March	1	1	2
April	0	1	1
May	0	0	0
June	0	0	0
July	3	1	4
August	2	0	2
September	0	0	0
October	1	1	2
November	4	2	6
December	0	0	0
Totals	14	6	20

### 2018 Marriages

January	0
February	0
March	0
April	0
May	1
June	0
July	1
August	0
September	7
October	4
November	0
December	2
Totals	15

### 2018 Deaths

January	1
February	0
March	2
April	2
May	1
June	2
July	2
August	4
September	1
October	2
November	1
December	2
Totals	20

	WAGE AND SALARY REPORT - CALENDAR YEAR 2018				
Abril Anthony	30,982.61	Bullen Michael	2,850.00	Ellis Mabel	285.00
Aguilar Jenee	28,822.88	Burt Betsy	777.00	Elwell Marie	222.00
Ahlstrom Charissa	21,600.00	Bush Kelly	74,779.39	Epstein Marc	686.34
Alyea Grace	1,282.69	(OT) & (SD)	20,123.11	Estella Mary	136.35
Anastasopoulos William	1,167.01	Campbell Lindsay	688.16	Fabri Sara	27,259.52
Aston Richard F	11,341.23	(SD)	454.16	Fahey Earl	4,130.07
Aucoin Kerry	3,375.00	Campbell Andrew	2,483.29	Falb Rachel	6,421.41
Avedikian Linda	28,126.48	Canney Christopher	41,233.55	Falb William	678.00
Badeau Marissa	5,193.49	Cannon Charles	2,487.00	Farragher-Gemma Anthony	148.82
Bahlouli Farideh	4,197.00	Carlucci Gino	43,955.00	(SD)	445.52
Bailey Anne	36,104.05	Carnes James	109,928.07	Fedor Jill	95,316.96
(OT) & (SD)	5,712.05	Carter Chelsea	80.00	Feldman Melissa	100,969.36
Balboni Robert	65,008.39	Carty Jennifer	1,650.00	Fenno Arthur	3,132.50
Balmer Cerys	2,115.75	Cassell Patricia	1,434.25	Finnell Emily	15,701.67
Balmer Leah	1,871.78	Cavanaugh Lorraine	19,747.17	Flanagan Shawn R	9,342.48
Barberio Natasha	3,062.98	Cellucci Rebecca	79.00	Fledderjohn Judith	652.50
Barczys Janice	84.00	Cheney Ryan	3,639.07	Foley Kim	132.00
Barney Luke	11,673.06	Choi Devon	6,360.00	Frasca Thomas	20,093.08
(SD)	563.94	Christensen Jeannette	160.00	Frechette Janice	15,856.10
Barry Kevin	35,552.10	Christensen Scott	286.53	Freeman Marjorie	857.50
Beigel Amy	10,144.73	Clarke Ryan	762.00	Frieman Maury	108,753.07
Bekebrede Ann	1,120.16	Coffey John	94,087.67	Gallagher Paige	6,434.89
Bellefeuille Linda	22,507.59	(OT) & (SD)	22,522.92	Gallagher Caroline	2,535.00
Bench Juliette	618.06	Collins Jennifer	1,073.92	Gallant Kristina	20,564.28
Bendremer Emily	1,294.45	Condon Ashley	1,039.50	Gallant Elijah	693.00
Bento David T	136,907.19	Connery Meredith	88,960.00	Gallant Karen	56,200.40
(OT) & (SD)	67,455.43	Correll Riley	3,419.00	Ganson Katya	1,361.25
Bergevine Cindy	28,360.80	Corsi Alexandra	16,148.28	Gardner Elizabeth	5,972.26
Bibeau Lisa	1,791.50	Corwin Colin	1,979.25	Gigarjian Ani	13,372.80
Bien-Aime' Teresa	82,993.28	Crosson Patrick	87,432.61	Gimblett Peter	71,027.89
Blair Lisa	80,449.91	(OT) & (SD)	62,926.47	Gird Emily	109,152.76
Blaney Chuckie	1,576.25	Cumming Joseph	10,573.49	Godinho James	82,242.88
Block Katherine	665.00	(SD)	770.21	(OT) & (SD)	31,509.12
Blondek Mayson	528.00	Curry Amy	90,917.33	Gogan Laetitia	19.25
Bogan Jenna	1,226.50	Custodio Marlene	103,672.94	Goldstein Michael	4,855.67
Bonalewicz John	18,069.94	Daley Jacqueline	59,491.16	Gonzalez Antonio	70,723.80
(SD)	1,790.72	Darrah Nicole	109,528.07	(OT)	19,753.44
Bond Andrew	14,472.71	Davidson Theodore	649.00	Gould Daniel	9,893.81
(SD)	445.52	Davidson Amy	28,942.88	(SD)	4,468.16
Borden Amanda	2,346.50	Davis Mariam	14,686.32	Graziano James	103,511.11
Bouchard Maryann	24,791.08	Davis Amy	905.33	(OT) & (SD)	55,779.97
Boudrow Stephen	781.26	Davis Daniel	3,725.00	Greco Jean	10,931.58
(SD)	563.94	Dawley Samuel	1,228.50	Greeley Robert	2,287.70
Bowen Lynette	24,099.66	Deblois Mary	285.75	Green Jack	616.00
Bowman Melissa	88.84	Diebus Kristen	32,003.63	Greene Joanna	26,673.31
Braitsch Allary	29,997.28	Dimmick Spencer	1,179.23	Grosek Natalie	418.00
Bray Frederick	2,200.77	Dixon Margaret	1,090.00	Gullingsrud Allison	24,881.50
Bridge Tonya	68,180.42	Donnelly Warren	79,081.32	Guthrie Jeanne S	39,777.52
Bridge Kimberly	15,704.00	Downey Scott	-	Hain Kaylee	3,486.96
Brodie Sarah	492.50	(SD)	454.16	Hale Jonathan	24,776.00
Brown Barbara	133,977.52	Dowse Jonathan H	23,842.87	Hallal Beth	13,651.94
Brown Kerrienne	3,356.34	(OT)	926.77	Hammerness Elliot	2,102.75
Brown David H	1,318.62	Doyle Heidi	49,969.68	Hancock Jeff	7,893.77
Brown William	3,016.00	Driscoll Deborah	2,623.52	Hands Alison	1,277.80
Bryant Donna M.	6,310.35	Durning Steven	84.00	Hanlon Olivia	10,097.38
Buchhalter Eve	1,092.00	Eagles Adrian	4,772.20	Harrison Stefani	279.72
Buckler Kristin	1,964.75	Easley William	708.76	Harrison John	1,186.87
Buckler Joshua	10,898.34	Edelglass Stephanie	109,952.45	Hartley Samuel	1,403.44
Buckley Tracy	2,842.89	Elassy Wendy	69,306.65	Hartnett Ellen J	55,161.40

	WAGE AND SALARY REPORT - CALENDAR YEAR 2018				
Hayes Danielle	400.00	Marcus Jacqueline	1,738.00	Ortega Jose	1,412.49
Hayes Maureen	13,940.10	Marino Andrew	4,302.00	Osborne Matthew	1,647.20
Heney Timothy	-	Marple Carole B.	57,392.68	Ouellette Cheryl Stern	53,882.80
(SD)	445.52	Marques Osmar	48,557.17	Paddock David	48,803.07
Hess Nancy E	49,970.00	Martell William	528.00	Paganella Nicholas	3,824.43
Hill Holly	2,525.49	(SD)	895.36	Papadopoulos Ilias	64,320.30
Hilperts Bridie	109,653.07	Martignetti Anna	96,977.95	Parker Rebecca	1,848.63
Hinckley Cynthia	33,676.75	Martin Joan	24,990.18	Parker Stephanie	95,038.50
Hodge Kelly	99,681.86	Martiros Lucas	1,204.84	Parsons Margaret	260.00
Horigan Kathleen	9,576.48	Martiros Alexandra	1,218.08	Partridge Rita	12,246.00
Hyde Margaret	24,659.42	Mascoop Ethan	267.75	Pedro Edward	350.52
Jarboe Susan	62,093.36	Mcavoy John L	99,345.50	Peirce Susan	52.25
Jean Shauna	106,512.42	Mcdonough Paul	826.00	Pendergast Iv Charles	8,141.88
Johnston M.Elizabeth	94,895.20	McGourty John	15,765.93	(SD)	85.04
Jordan Melissa	910.00	McGuire Brighid	2,015.75	Phillips John	528.00
Juhl Katherine	737.00	McGuire Edward	2,520.00	Phillips Sven	131.05
Kaktins Natalia	935.00	Mcpherson Brendan	2,339.56	(SD)	1,122.44
Kaplan Elijah	264.00	(SD)	8,776.82	Phillips Julia	1,282.68
Keating-Ross Sara	2,027.05	Mcpherson Neil	4,609.21	Polny Tiffany	24,148.43
Kennan David	1,844.08	(SD)	3,581.42	Potter Grace	464.74
Killeen Sean	105,504.36	Mcsweeney Ian	6,202.50	Pritchett Hannah	9,950.88
Kimball Meredith	16,929.13	Mcsweeney Brian	60,171.51	Pulsifer Jean	168.00
Kinney Erron	100,963.03	Mcveigh Alison	1,251.00	Raffi Michelle	10,312.82
Klockner Linda	9,682.64	Mealey Rebecca	109,503.07	Randa Christopher	75,099.08
Knapp Jr Mark	560.50	Meaney Joseph	1,310.00	Rauch William	660.42
Kondilis Bill	7,603.94	Michalowski Peter	717.47	Reading Ann	648.24
Kozlowski Amy	5,679.00	Michel Matthew	70,589.08	Reilly Christina	36,388.42
Krauzyk Zachary	4,737.61	(OT) & (SD)	10,641.49	Reynolds Debra	53,882.81
Lam Christine	14,039.91	Milliner Maria	105,702.61	Richards Sarah E	110,752.34
Langhorst Jr Frederick H	5,190.12	Montella Renee	1,898.28	Riley Geraldine	148.50
Lanier Georgia	66,126.55	Moore Charlotte	5,438.20	Ritchie Pamela	109,278.07
Lanphere Christian	831.52	Moore Diane	61,263.60	Robinson Amy	5,415.00
Laquidara Stephen	74,106.84	Morris Jacklyn	32,694.70	Rockett Declan	1,935.91
(OT) & (SD)	48,814.57	Morrissey Dawn	7,297.62	Rodgers Frances	14,101.88
Laracy Elizabeth	20,618.81	Muldoon Bruce	4,961.34	(SD)	2,511.16
Lawrence Zachary	1,923.11	Murphy Michael	15,128.98	Rojas Henry	71,156.42
Lawson Ellen	4,769.12	(SD)	425.20	Rose John	491.40
Leavitt Laurian	25,934.30	Murphy Richard	647.26	Rowland Elizabeth	53,882.80
Leblanc Patricia	491.86	Murphy Dorothy	190.75	Ryan Laurie	111,453.07
Leurini George	-	Myers Daniel	895.50	Ryan Edward	45,112.45
(SD)	676.28	Naughton Patricia	11,319.12	Ryan Jennifer	98,672.33
Lochhead Christina M.	14,424.27	Neutra Colleen	1,396.49	Sahin Imge	160.00
Lombard Kerry	6,489.34	Norton Matthew	190.00	Santiano Rachel	95,281.29
Luce Alexander	2,047.50	Nowicki Walter	817.38	Sarris Andrea	412.00
Lucey Mary	109,403.07	Nudd Christopher	4,160.77	Scannell Thomas	130.14
Lundquist Jettora A.	100,281.86	Nulty David	96,000.54	Scobie Megan	94,913.50
Lynch Lisa	50,673.42	(OT) & (SD)	12,137.09	Scollins Catherine	99,456.86
Lynch Julie	15,704.00	O'Connell Sarah	4,763.39	Searle Owen	876.74
Macdonough Anne	1,627.50	O'Malley Timothy	18,838.22	Searle Jennifer	285.00
Macdougall Douglas	11,527.45	(SD)	182.65	Sharpe Aisling	699.00
Mack Pia	10,115.37	O'Neil Dennis D	67,216.26	Shea George	1,165.00
Mackay Heather	113,192.12	O'Reilly Jill	37,896.76	Shoemaker Edward	3,370.04
Macpherson Sharon	87,825.60	Oleyer Ashley	35,294.39	Shuster Whitney	57,136.65
Maher Laura	588.50	Olsen Cristopher	4,300.00	Sidman Cynthia	110,753.07
Mahoney Krisha	3,417.14	Olson Elizabeth	917.00	Siefring Debra	44,477.40
Maltinsky Nathan	137.85	Oram Mark	26,483.67	Silva Matthew	1,489.88
Malvesti Theresa	35,969.39	Ortega Jose	1,412.49	(SD)	8,992.48
Mansfield Carol	80.00	Osborne Matthew	1,647.20	Smith Stuart M	949.94
Mansfield Robin	113,442.60	Ouellette Cheryl Stern	53,882.80	Smith Eve	260.00

		WAGE AND SALARY REPORT - CALENDAR YEAR 2018			
Smith Jr. George	68,868.01				
Solomon Jacob	2,264.82				
Spain London	2,377.44				
Spence Robert P	514.11				
Stickney Benjamin	18,952.46				
(OT) & (SD)	5,428.81				
Sullivan Ella	519.00				
Sullivan Justin	4,763.49				
Sullivan Janice	99,556.86				
Sullivan Molly	28,139.28				
Tarantino Robert	2,378.16				
Tedstone Luke W	113,810.00				
(OT) & (SD)	48,724.54				
Thomas Aiden	2,238.74				
Thompson Richard	146,854.38				
Tizzano Isabella	627.00				
Tremblay Jr Michael	80,901.31				
(OT) & (SD)	27,570.73				
Trickey Julia	160.00				
Tully Ellen M.	3,515.00				
Tuttle Jennifer	5,400.00				
Tyler John E	4,917.09				
Tyler Daniel	24,355.61				
(SD)	4,131.40				
Tyler Melissa	1,892.00				
Tyner Ann	10,927.19				
Ullmann Klaus	5,189.67				
Vaida Nancy	11,251.90				
Vargas Alfonso	1,985.64				
Vehvilainen Laila	2,575.96				
Versaw Aimee	167.14				
Wainwright Andrea	2,907.36				
Walsh Daniel	80,465.09				
(OT) & (SD)	24,870.23				
Walsh-Jeffries Lee	38,433.75				
Walsh-Lynch Maryellen	19,835.77				
Ward Zachary	10,530.00				
Weiner Lindsay	51,428.08				
Wellerson Karen	63,842.85				
West Jill	2,982.50				
Williams David	144,377.43				
Williams Susan	45,010.84				
Williams Benjamin	2,154.75				
Williamson Doris	4,212.00				
Williamson Patricia	914.00				
Willigan Shannon	10,699.49				
Winner Christopher	5,629.91				
(SD)	3,027.52				
Winograd Ari	8,935.39				
Wolf Daniel	1,169.20				
Wong Nancy	36,385.37				
Woolf Allyson	40.00				
Yablonski Sondra	130.00				
Yon Elizabeth	216.55				
Young Courtney	51,982.78				
Yount Jackson	1,223.00				
Zeigler-Miller Taylor	6,844.27				
Zhang Chelsea	1,727.80				

Dover-Sherborn Regional School District: Total Gross Wages								
	Regular	Overtime/	Total Gross			Regular	Overtime/	Total Gross
	Wages	Other	Wages			Wages	Other	Wages
Administration					Coaches			
Barbara Barrett*	66,301		66,301		Stephen Harte		5,950	5,950
Ellen Chagnon	125,342	1,050	126,392		Jonathan Kirby		11,807	11,807
Amy Davis*	4,160		4,160		Bruce Lazarus		4,026	4,026
Ann Dever-Keegan	112,500		112,500		Julie Litle		2,928	2,928
Deborah Dixson*	31,000		31,000		William Lacouture		7,091	7,091
James Eggert	26,179		26,179		David Laidman		3,673	3,673
Dawn Fattore*	135,204		135,204		Matthew Lavery		1,400	1,400
Scott Kellett	139,731	2,200	141,931		Courtney Lennon		1,800	1,800
Ralph Kelley Jr.*	97,333	700	98,033		Ann Mann		5,612	5,612
Andrew Keough*	205,050	4,000	209,050		Erin Massimi		6,954	6,954
Janelle Madden*	68,800	1,962	70,762		Joseph Mespelli		2,500	2,500
Elizabeth McCoy*	141,400	2,200	143,600		Gavin Mish		3,000	3,000
Brian Meringer	55,213		55,213		Lazaro Mitjans		5,206	5,206
Jeff Parcels	93,751	1,500	95,251		Meggan Newmarker		3,000	3,000
Anthony Ritacco Jr.*	107,130	2,200	109,330		Brian O'Connell		4,091	4,091
Donna Scungio*	75,843	2,700	78,543		Frederick Sears		6,954	6,954
Christine Smith*	84,849		84,849		Abigail Shannon		500	500
John Smith	144,665	700	145,365		David Swanson		2,231	2,231
Leeanne Wilkie*	77,950	2,200	80,150		Susannah Wheelwright		2,500	2,500
Stephen Wrobleski	54,000		54,000		Robert Willey		7,124	7,124
					Eugene Zanella		3,000	3,000
Administrative Assistants								
Susan Barss	38,934	1,660	40,594		Community Education			
Elizabeth Benatti	55,463	4,010	59,473		Keisce Atkinson	929		929
Mary Berardi	55,463	8,406	63,869		Maura Bennett	10,631		10,631
Susan Connelly*	42,248	13,674	55,922		Linda Brown	10,805		10,805
Donna Fiori*	57,760	700	58,460		Alexa Buttimer	877		877
Lynda Getchell	34,777	2,400	37,177		Alexandra Corsi	3,024	5,856	8,880
Cheryl Ingersoll*	75,436	775	76,211		Michaela Dady	1,124	462	1,586
Patricia Krusz	35,353	700	36,053		Karen D'Eramo	13,855	1,000	14,855
Mary Lacivita	55,858	1,788	57,646		Stephen Ewing	45,368	2,700	48,068
Kathryn Loneragan	55,463	1,563	57,026		Mary Ann Fabian	26,528	600	27,128
Diane Morales	14,355		14,355		Katelyn Fabri	2,763	600	3,363
Susan Mosher	19,406	803	20,209		Sara Fabri	6,736		6,736
Patricia Schmitt*	66,107	2,350	68,457		Tiffany Farrell	30,329	327	30,656
Sharon Tehan	35,970	593	36,563		Emily Finnell	2,207		2,207
					Noreen Fitzgerald	16,445		16,445
Coaches					Cecily Graham	23,965		23,965
Maura Bennett		12,567	12,567		Joanna Greene	6,129		6,129
Michael Bullen		4,091	4,091		Helen Haas	3,540		3,540
Brett Boyd		5,124	5,124		Rion Hallaran	461		461
Joseph Chirico		2,928	2,928		Vanessa Haney	9,242	8,644	17,886
Jeannette Christensen		480	480		Christina Helbert	1,964		1,964
Suzanne Eaton		5,856	5,856		Edith Kuzma	10,398	300	10,698
Robert Evans		2,975	2,975		Erica Lerch	7,854		7,854
Ani Gigarjian		2,928	2,928		Alison Littlefield	19,546	1,138	20,684
Mark Gray		6,210	6,210		Theresa Malvesti	7,053		7,053
Evren Gunduz		7,066	7,066		Christopher Mazara	2,107		2,107



<b>Community Education</b>				<b>Educational Assistants</b>			
Patricia Naughton	3,398		3,398	Zachary Mazzone	27,161	4,058	31,219
Hannah Pritchett	2,902		2,902	Shawn McCabe	27,197	4,482	31,679
Christina Reilly	2,801		2,801	John McCoy	21,274	70	21,344
Lisa Sawin	43,031		43,031	Annmarie McCrave	26,600	873	27,473
Marie Sayah	2,690		2,690	Kelly Menchin	11,235	685	11,920
Katelyn Schapira	2,278		2,278	Samuel Merten	27,173	7,366	34,539
Katherine Tunney	2,169		2,169	Timothy Montgomery	11,235		11,235
Scott Walker	13,588		13,588	Jennie Morgan	27,161	1,325	28,486
Shannon Willigan	2,834		2,834	Bryan Narcisse	11,808	153	11,961
Beatrice Wood	11,650		11,650	Meghan Papagno	24,112	3,434	27,546
				Lauree Ricciardelli	36,788	300	37,088
<b>Custodians</b>				Jeannine Serratore	8,569		8,569
Christopher Aceti	2,900		2,900	Cliona Simmons	26,885	1,160	28,045
Dean Bogan	62,182	10,174	72,356	Jaime Turcotte	21,235	444	21,679
David Bonavire	55,172	8,117	63,289				
Kevin Callahan	44,897	6,527	51,424	<b>Educators</b>			
Alexander Cruz	3,800		3,800	Lori Alighieri	108,353	7,658	116,011
David Engrassia	44,461	4,203	48,664	Kurt Amber	108,353	7,465	115,818
Colin Garson	4,200		4,200	Mary Andrews	108,353	5,740	114,093
John Henderson	3,000		3,000	Jill Arkin	80,760	6,351	87,111
Christopher Hendricks	59,374	27,615	86,989	Kerry Aucoin	58,564	2,590	61,154
Joseph Larose	44,897	10,561	55,458	Christine Babson	92,165	1,621	93,786
Erik Linden	2,800		2,800	Marissa Bachand	108,353	700	109,053
Mairely Perez Rodriguez	4,368	359	4,727	James Baroody	100,950	11,267	112,217
David Pizzillo	45,458	9,191	54,649	Janae Barrett	108,353	1,213	109,566
Lenin Sanchez-Martinez	44,897	8,315	53,212	Janice Barry	77,654	6,740	84,394
Jackson Schroeder	45,802	6,942	52,744	Caroline Bartlett	19,729	675	20,404
Eric Schwenderman	45,377	8,139	53,516	Donna Bedigan	99,232	10,873	110,105
Joel Sterling	1,404	45	1,449	Carmel Bergeron	100,950	17,714	118,664
Jason Sullivan	25,713	1,885	27,598	Karyn Bishop	96,648	4,820	101,468
John Waters	44,897	4,441	49,338	Carly Blais	51,511	1,611	53,122
				Heather Bond	68,208	5,348	73,556
<b>Educational Assistants</b>				Thomas Bourque	104,470	17,031	121,501
Christopher Allen	30,997	167	31,164	Joshua Bridger	108,353	8,190	116,543
Deborah Booker	2,431	73	2,504	Lisa Brodsky	108,353	3,716	112,069
Abigail Bosteels	11,808		11,808	Darren Buck	97,385	1,262	98,647
Christine Carty	11,599	1,794	13,393	Meriwether Burruss	56,251	3,750	60,001
Valerie Cook	36,065	8,515	44,580	Paul Butterworth	108,353	2,207	110,560
Margaret Cowart	26,512	866	27,378	Joseph Catalfano	108,353	1,550	109,903
Melissa Felper	15,573	7,230	22,803	Maura Cavanaugh	99,232	6,600	105,832
Scott Felper	36,065	17,234	53,299	Linda Cento	108,353	2,391	110,744
Matthew Ferguson	16,763	750	17,513	Caryn Cheverie	108,353	3,165	111,518
Katherine Fitzgerald	14,458	25	14,483	Kanee Chlebda	58,564	10,985	69,549
Kasey Fraser	11,235	2,042	13,277	Deirdre Clancy-Kelley	108,353	4,370	112,723
Lucy Gardiner	26,907		26,907	Allison Collins	104,470	3,664	108,134
Kathryn Gaudette	21,781	975	22,756	Meaghan Collins	60,039	910	60,949
Jennifer Giannetto	11,027	324	11,351	Sara Collins	21,066	450	21,516
Danielle Goldman	15,573	1,191	16,764	Kimberly Condon	70,568	450	71,018
Christine King	11,235		11,235	Jason Criscuolo	102,525	3,449	105,974
Shahrayne Litchfield	11,013	839	11,852	Carey Dardompre	46,043		46,043
Kelley Lonergan	36,827	2,725	39,552	Tawny Desjardins	93,914	3,962	97,876
Marilyn Mahoney	27,161	1,200	28,361	Gretchen Donohue	100,950	8,166	109,116

<b>Educators</b>					<b>Educators</b>			
Joanne Draper	108,353	1,838	110,191		Andrea Merrit	104,470	2,612	107,082
Thomas Duprey	93,914	12,010	105,924		Tony a Milbourn	99,232	7,163	106,395
Annie Duryea	61,920	603	62,523		Kathleen Moley	100,311	8,613	108,924
Carly Eckles	57,744	6,559	64,303		Andrea Moran	61,701	2,450	64,151
Brooke Edmunds	64,095	1,862	65,957		Audrey Moran*	104,470	11,114	115,584
Kathleen Egan	70,189	3,918	74,107		Lori Morgan	104,470	1,700	106,170
Christopher Estabrook	100,950	3,113	104,063		Veronica Moy	88,704	9,685	98,389
Jeffrey Farris	102,190	11,549	113,739		Erin Newman	79,766	5,605	85,371
Maria Fiore	108,353	9,050	117,403		Erin Newton	56,348	950	57,298
Elizabeth Friedman	106,336	2,800	109,136		Brendan O'Hagan	75,856	2,370	78,226
Leonie Glen	99,837	6,432	106,269		Timothy O'Mara	63,800	5,924	69,724
David Gomez	108,353	2,813	111,166		Kelly Owen	55,286	3,070	58,356
Judy Gooen	108,353	4,235	112,588		Dianne Pappafotopoulos	75,131	2,350	77,481
Kimberly Gordon	72,515	675	73,190		Lisa Pearson	39,693	63	39,756
Richard Grady	106,336	17,231	123,567		Adelina Perez-Krebs	55,944	450	56,394
Nicholas Grout	101,773	17,652	119,425		Kimberly Phelan	96,648	7,722	104,370
Joseph Gruseck	99,232	12,637	111,869		Joan Pierce	61,093	983	62,076
Beth Hecker	100,950	8,294	109,244		Kenneth Potts	64,281	13,315	77,596
Kerry Hennessy	13,440		13,440		Janel Pudelka	100,950	3,834	104,784
Geoffrey Herrmann	53,257	12,795	66,052		Karen Raymond	93,914	16,418	110,332
John Hickey	108,353	12,056	120,409		Allison Rice	101,773	2,907	104,680
Randall Hoover	86,367	3,210	89,577		Amanda Rogers	63,800	1,699	65,499
Scott Huntoon	100,950	3,522	104,472		Stephenson Ryan	108,353	21,164	129,517
Ana Hurley	108,353	7,297	115,650		Jessica Rymut	17,424	6,311	23,735
Ellen Hyman	85,700	7,349	93,049		Sandra Sammarco	93,914	510	94,424
Dara Johnson	108,353	27,896	136,249		Janice Savery	50,475	2,200	52,675
Keith Kaplan	108,353	3,940	112,293		Anita Sebastian	63,800	800	64,600
Dianne Kee	93,914	3,990	97,904		Natalia Shea*	68,208	525	68,733
Lauren Lamanna	72,697	113	72,810		Catherine Simino	100,950	1,415	102,365
Maria Laskaris	104,470	1,000	105,470		Leigh Simon	57,744	1,075	58,819
Christopher Levasseur	106,336	3,246	109,582		Marsha Sirull	89,776	3,389	93,165
Lindsay Li	108,353	1,100	109,453		Joelle Sobin	74,649	7,634	82,283
Yanhong Li	73,521	755	74,276		Carol Spezzano	84,519	8,257	92,776
Alejandro Linardi Garrido	100,950	1,125	102,075		Laura Sukys	16,968	338	17,306
Heidi Loando	85,700	1,971	87,671		Michael Sweeney	81,427	725	82,152
Heather Lockrow	69,532	2,923	72,455		Leah Swinson	18,353		18,353
Kristen Loncich	78,584	125	78,709		Mark Thompson	104,470	6,892	111,362
Anita Lotti	101,773	125	101,898		Gregory Tucker	108,353	16,119	124,472
Elliott Lucil	108,353	9,671	118,024		Patricia Uniacke	108,353	2,892	111,245
Theresa Luskin	108,353	4,074	112,427		Rebecca Vizulis	70,189	7,294	77,483
Wendy Lutz	100,950	625	101,575		Alison Von Rohr	60,280	1,728	62,008
Angelo Macchiano	78,782	5,567	84,349		Rebecca Waterman	73,043	3,319	76,362
Kenneth Macie	54,996	450	55,446		Richard Waterman	75,562	1,050	76,612
Kara McAuliffe	44,105		44,105		Alyssa Wesoly	71,562	6,516	78,078
Brett McCoy	99,071	1,969	101,040		Robert Williamson	66,918	8,183	75,101
Laura McGovern	108,353	5,961	114,314		Adam Wiskofske	69,532	788	70,320
Kevin McIntosh	108,353	7,706	116,059		Olivia Woodward	108,353	2,937	111,290
Julie McKee	108,353	3,604	111,957		Hannah Wright	65,097	9,177	74,274
Brian McLaughlin	108,353	11,574	119,927		Kimberly Wynn	41,208	2,025	43,233
Elisabeth Melad	108,353	4,734	113,087					
Mary Memmott	104,470	3,936	108,406					
Kelly Menice	96,648	5,397	102,045					

<b>Food Services</b>					<b>Substitutes</b>			
Lisa Bibeau	17,553	235	17,788		Steven Durning	1,280		1,280
Lori Comiskey	15,854	600	16,454		John Hughes	95		95
Mary Estella	2,525		2,525		Dorothy Kaija	11,115		11,115
Kimberley Fangel	19,397	949	20,346		Regina Kilburn	1,425		1,425
Kim Foley	1,377		1,377		Anne McCabe	950		950
Cheryl Gladwin	230	320	550		Matthew Norton	5,320	2,196	7,516
Donna Grossmann	189		189		Jean Pulsifer	400		400
Katie Jackson	4,301	30	4,331		Emily Quinlan	480		480
Judy Jacobsen	15,062	248	15,310		Melinda Roberts	750		750
Lisa Johnston	27,028	1,606	28,634		Susan Rogers	1,995		1,995
Stephanie Landolphi	16,506	225	16,731		Andrea Sarris	1,132		1,132
Charles Lawson	360		360		Diane Schaffrath	7,030		7,030
Ellen Lawson	12,447	315	12,762		Amy Schulze	2,132		2,132
Nora Saul	14,148		14,148		Abigail Shannon	320		320
Bonnie Turco	22,563	3,391	25,954		Nancy Siska	285	343	628
Andrea Wainwright	405		405		Meghan Sobolewski	168		168
Anne Wong	17,919	225	18,144		John Soraghan	4,465	1,095	5,560
					Patricia Williamson	1,746		1,746
<b>Health Services</b>					John Zimmerman	160		160
Nina Copponi	390		390					
Melissa Jordan	390		390		<b>Support Services</b>			
Kerry Laurence	100,950		100,950		Susan Benson	2,490		2,490
Krishna Mahoney	1,430		1,430		Louis Dittami	835		835
Kimberly Nehiley	1,690		1,690		Johanna Edelson	20,685		20,685
Margaret Parsons	23,303	1,030	24,333		Ardys Flavelle	8,728		8,728
Alicia Patterson	48,560		48,560		Drew Hoyt	1,750		1,750
Kirstin Santos	93,914	225	94,139		George Jenkins	32,463	2,928	35,391
Eve Smith	650		650		Jacqueline Johnson	22,193		22,193
Jennifer Vaughan	520		520		Linda Lannon	750		750
Sondra Yablonski	780		780		Elizabeth Malone	5,310		5,310
					Monique Marshall-Veale	79,825		79,825
<b>Information Technology</b>					Laura O'Garr*	33,399		33,399
Kurt Bonetti*	45,987	2,200	48,187		Anne Picardo	1,628		1,628
Mary Bronski*	74,114	300	74,414		Thomas Powers	105		105
Brian Cavanaugh	3,563		3,563		Joanne Preiser	2,286		2,286
Thomas Corsini*	55,426	2,810	58,236		Cathleen Shachoy	1,366		1,366
Henry Jones*	80,584		80,584		Cynthia Swartz	385		385
Sean McLaughlin	2,619		2,619		Christine Tague	1,050		1,050
					Allison Zocchi	5,046		5,046
<b>Substitutes</b>								
Madeleine Alterio	1,140		1,140		<i>*Salary listed represents total salary, a portion of</i>			
Susan Antell	855		855		<i>which is allocated to Pine Hill School and Chickering School.</i>			
Katherine Block	1,520		1,520					
Eve Buchhalter	354		354					
Michael Bullen	855		855					
John Burruss	240		240					
Jennifer Carty	4,080		4,080					
Glenora Chaves	4,655		4,655					
Jiaoe Chen	816		816					
Charles Chicklis	1,615		1,615					

## THESE MATERIALS DON'T GO IN THE TRASH! HERE'S WHAT TO DO WITH THEM!

**Appliances** – containing Freon (e.g., A/C's, refrigerators, dehumidifiers): Pay \$20 fee to attendant at Recycling Center and leave in appliance area.

**Appliances:** - no Freon (e.g. washers, dryers, toaster ovens) Leave in Scrap Metal bin. Microwave ovens: Pay \$10 fee to attendant at Recycling Center and leave in Electronics area.

**Aerosol Cans:** Must be disposed with TRASH because of a potential fire hazard.

**Barbecue Grills:** If still in working order, leave at Swap Shop in season. If not usable, leave in Scrap Metal bin at Recycling Center.

**Batteries, Alkaline and Plain:** These don't need to be recycled! Dispose with non-recyclable rubbish. However, if you are uncomfortable with trashing your regular batteries, you can now purchase a pre-paid mailing box to return to a [Battery Recycler](#).

**Batteries, Car:** Place in marked area at the Recycling Center.

**Batteries, Rechargeable and Button:** Recycle in boxes located in Town Hall, Recycling Center, and at Woodhaven.

**Bicycles:** Bicycles are actively traded all year long at the Recycling Center. Leave near the Swap Shop in the bike rack.

**Bottles and Cans, redeemable:** All deposit bottles and cans are collected separately from commingled containers at the Recycling Center by the Lions Club to support programs for the blind and scholarships

**Bottle Caps and Lids.** All plastic Bottle Caps and Lids can be recycled with glass, metal, and plastic now. Metal Caps and Lids are also recycled with glass, metal and plastic.

**Books:** Donate your books at the Recycling Center in the Book container on the Natick side of the driveway. By donating your books to the container at the Recycling Center, you are helping Sherborn earn REVENUE!

**Boxsprings:** As of October 1, 2012 boxsprings are prohibited from Sherborn's trash. A dedicated container for recycling boxsprings, mattresses and carpet is available.

**Cardboard Boxes (Corrugated):** Although they can be recycled with paper, consider donating clean boxes for reuse to a UPS Store. Reuse is better because no energy is required for remanufacture.

**Caps and Lids.** All plastic caps and lids can be recycled with glass, metal, and plastic now. Metal caps and lids also should be recycled with glass metal and plastic.

Cartons: Milk and Juice Cartons must now be recycled with Commingled Containers. Please Rinse clean!

**Catalogs:** Stop Junk Mail, & Unsolicited Mail, Opt-out of Unwanted Mail with [Catalog Choice](#) or [41pounds.org](#) or [Direct Mail Service](#)

**Cell Phones:** Give to attendant at Recycling Center for recycling.

**Christmas Trees:** Remove branches and use as winter bedding for acid loving plants. Chop up trunk and age for firewood or chip or compost or get a burning permit before April 30 online at <https://epay.cityhallsystems.com/?key=sherborn.ma.us> or go to the Tax Collector's Office during [normal business hours](#).

**Clothing:** Place in container marked "Donate Clothing, Shoes, Linens, Small Toys." This collection box is not just for gently used clothing but rather for any textiles that are clean and dry. Stains or rips are not important. Anything that is not wearable will be made into industrial rags or shredded and turned into insulation. By donating your clothing, linens, shoes, belts, stuffed animals, linens, throw rugs, etc. to the container at the Recycling Center, you are helping Sherborn earn REVENUE!

**Computers & Electronics:** Computers, laptops, printers, fax machines, cd-roms, dvd-roms, vcr's, audio equipment, video games, disc drives, modems, cards, keyboards, mice, cables or plugs, pc speakers, recording, surveillance or camera equipment, digital cameras can be left in Electronics shed. Please note there is a charge for TV's computer monitors and microwaves.

**Construction and Demolition Debris including wood:** There is a limit of two 30 gallon barrels per week. Wood must be cut to lengths not greater than 4 feet. To dispose of larger quantities for a fee, call Covanta 508-429-9750. We will not accept asphalt, concrete, or brick.

**Food scraps:** We recommend composting non-dairy and non-meat food scraps to make fertile garden soil. Composters may be purchased (\$45) at the Recycling Center. For information on composting, check out the Recycling Committee's website on [composting](#) or pick up a brochure at the Swap Shop or call 508-653-8794. You can also drop off your food scraps at the Transfer Station, or you can have Ruane and Father take them to the Transfer Station for you. For instructions on what is acceptable and what is not, please click [here](#).

**Furniture, Household items, Sporting Goods, Toys, etc. that are clean & in good repair or fixable:** Bring to the Swap Shop from April through November. Sporting goods are still in the smaller building on the Natick side of the driveway. All other items should be brought to the barn across the driveway. Please put items in their proper areas inside the Swap Shop. From November to April we recommend [Sherborn NextDoor](#) or [FraminghamFreecycle](#).

**Household Hazardous Wastes:** The Recycling Center does not accept HHW or oil-based paint. The Town sponsors one HHW collection per year, and has reciprocal agreements with other towns for residents to participate in collections in nearby towns. Call 508-653-8794 for more information. Or call Clean Harbors, (781-849-1800 x3100) to arrange to drop off your HHW for a fee.

**Ink Jet Cartridges, Toner Cartridges:** Recycle at Town Hall or Sherborn Library, or give to attendant at Recycling Center

**Juice Boxes (and Milk Boxes)** are recyclable with **commingled** recycling now. Please rinse clean. The little plastic **Motor Oil:** Give to attendant at the Recycling Center. Motor oil that has been mixed with any other substance must be saved for HHW day.

**Needles and Syringes.** Needles and syringes are not permitted in trash by Federal Law as of 7/1/2012. Sherborn residents are welcome to drop off medical sharps for free at **JRI Health, 29 Hollis Street, Framingham, (508-935-2960)**. Or you may purchase sharps containers at medical supply stores and when they are full, follow the instructions on the container for mailing them back. Or you can check [here](#) to find a regional site for drop off.

**Paints, Water-Based (Latex, or Acrylic):** Evaporate the liquid with kitty litter and dispose of residue with trash.

**Paper towels, paper napkins, tissues:** These are not recyclable. Place in compost bin or dispose with non-recyclable rubbish.

**PDA's:** Contact [Collective Good](#) for instructions.

**Pizza boxes:** Remove food debris from box and compost (best) or recycle box with mixed paper.

**Plastic Bags:** Plastic bags cannot be recycled at the Recycling Center. Please recycle at supermarkets and other stores listed on the following website: [http://www.plasticbagrecycling.org/plasticbag/s01\\_consumers.html](http://www.plasticbagrecycling.org/plasticbag/s01_consumers.html) The bags are combined with sawdust and wood chips and made into composite lumber such as Trex.

**Propane Tanks:** Pay a \$5 fee to attendant at Recycling Center and leave in designated area.

**Scrap Metal:** All scrap metal parts are collected at the Transfer Station/Recycling Center. See the attendant for assistance.

**Sharps.** See Syringes, below.

straws are recyclable with commingled containers.

**Juice Cartons (and Milk Cartons)** are recyclable with **commingled** recycling now. Please rinse clean.

**Lawn Mowers** that work can be left at the Swap Shop in season. If not repairable, drain all fluids properly and leave in scrap metal bin at Recycling Center.

**Light Bulbs, Incandescent and Fluorescent:** Incandescent light bulbs (Thomas Edison invented these) go in the trash.

**Compact Fluorescent Lightbulbs (CFL's) & tubes** are collected in Universal Waste Shed at the Recycling Center.

**Magazines:** Stop Junk Mail & Unsolicited Mail, Opt-out of Unwanted Mail with [Catalog Choice](#), or [41pounds.org](#).

**Mattresses:** As of October 1, 2012 mattresses are prohibited from Sherborn's trash. A dedicated container for recycling mattresses, boxsprings and carpet is available..

**Medicines:** The Sherborn Police Department has a lock box for Rx drugs. Bring all your unwanted medicines for disposal to the Police Department and get rid of them safely, no questions asked. See this page for information: [FDA Safe Handling of Unwanted Medicine](#).

**Motor Oil:** Give to attendant at the Recycling Center. Motor oil that has been mixed with any other substance must be saved for HHW day.

**Needles and Syringes.** Needles and syringes are not permitted in trash by Federal Law as of 7/1/2012. Sherborn residents can purchase sharps containers at medical supply stores and when they are full, follow the instructions on the container for mailing them back. Or you can check [here](#) to find a regional site for drop off.

**Paints, Water-Based (Latex, or Acrylic):** Evaporate the liquid with kitty litter and dispose of residue with trash.

**Paper towels, paper napkins, tissues:** These are not recyclable. Place in home compost bin or dispose with non-recyclable rubbish. Do not include with food scraps that are collected at Transfer Station.

**PDA's:** Are accepted in the Electronics Shed.

**Pizza boxes:** Remove food debris from box and compost (best) or recycle box with mixed paper. Often the top of a pizza box is perfectly clean and recyclable.

**Plastic Bags:** Plastic bags cannot be recycled at the Recycling Center. Please recycle at supermarkets and other stores listed on the following website: [http://www.plasticbagrecycling.org/plasticbag/s01\\_consumers.html](http://www.plasticbagrecycling.org/plasticbag/s01_consumers.html) The bags are combined with sawdust and wood chips and made into composite lumber such as Trex.

**Propane Tanks:** Pay a \$5 fee to attendant at Recycling Center and leave in designated area.

**Scrap Metal:** All scrap metal parts are collected at the Transfer Station/Recycling Center. See the attendant for assistance.

**Shelf stable liquid food containers for milk, soups, juices, and the like (also known as "aseptic containers")** can be recycled with Commingled Containers. Please rinse first. If there was a little plastic straw attached, the straw should be recycled with Commingled Containers.

**Shredded paper** should be placed in PAPER bags with the tops sealed or stapled shut so the contents do not blow away. Then leave with Paper Recycling.

**Skates, sleds skis boots & poles** can be left in the walk-in trailer next to the Swap Shop all year long.

**Sporting Goods that are still usable:** Bring to the Swap Shop annex from April through November. The annex is the original Swap Shop building on the Natick side of the driveway. Please put items in their proper areas inside the Swap Shop. Do not leave equipment that smells bad. From November to April we recommend [Sherborn NextDoor](#) or [FraminghamFreecycle](#)

**Spray attachment on spray bottles.** The spray top on spray bottles can be recycled along with the plastic bottle in the Commingled Container.

**Styrofoam™ (meat trays, cups, packaging blocks, packaging peanuts):** Styrofoam™ blocks are being collected for recycling. The UPS Store will take packaging peanuts.. If you must throw the peanuts away, please place in a bag with the top stapled or taped shut so they don't blow away. CONIGLIARO in Framingham will also take blocks for recycling. [Grace Church](#) in Framingham has periodic collections of Styrofoam™ open to the public. Although we tried taking Styrofoam™ food containers for recycling for a while, we have stopped because people were not cleaning them, and the process of sorting out the dirty ones was truly disgusting. Please throw all Styrofoam™ food containers into the trash.

**Syringes/Sharps and Needles.** Syringes and needles are not permitted in trash by Federal Law as of 7/1/2012. Sherborn residents can purchase sharps containers at medical supply stores and when they are full, follow the instructions on the container for mailing them back. Or you can check [here](#) to find a regional site for drop off.

**Televisions and Computer Monitors:** Pay \$10 fee to attendant at Recycling Center and place in Electronics shed.

**Tennis Balls:** We are collecting used tennis balls at the Swap Shop for Project Green Balls which uses ground up balls for the base surface of equestrian rings. If you are involved in a tennis club or a tennis program please click [here](#) for how you can start your own collection.

**Textiles:** Place in container marked "Donate Clothing, Shoes, Linens, Small Toys." This collection box is not just for gently used clothing but rather for any textiles that are clean and dry. Stains or rips are not important. Anything that is not wearable will be made into industrial rags or shredded and turned into insulation. By donating your clothing, linens, shoes, belts, stuffed animals, linens, throw rugs, etc. to the container at the Recycling Center, you are contributing to reuse and helping Sherborn earn REVENUE!

**Tires:** Pay \$3 fee for auto tires to attendant at Recycling Center and leave in tire area at the Recycling Center. Larger tires are market priced.

**Tissues:** These are not recyclable. Place in home compost bin or dispose with non-recyclable rubbish. Do not include with food scraps left at Transfer Station.

**Toner Cartridges:** Recycle at Town Hall or Sherborn Library, or give to attendant at Recycling Center







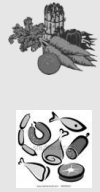


**Toys that are clean & in good repair or fixable:** Bring to the Swap Shop from April through November. Please put items in their proper spaces inside the toy section. From November to April we recommend [Sherborn NextDoor](#) or [FraminghamFreecycle](#).

**Twisty Ties,** those paper covered lengths of thin wire meant to wrap around plastic bags or produce can be recycled with scrap metal!

**Wrapping Paper:** Except for foil papers, all other wrapping paper can be recycled with mixed paper. Foil papers should go in the trash.

**Yard Waste (grass, leaves, brush, etc.):** The Recycling Center does not accept yard waste. We recommend composting.

**PLEASE POST FOR EASY REFERENCE (2015)**  
**KEEP THESE RECYCLABLES OUT OF THE TRASH**

MATERIAL	WHAT TO:	HOW TO:	NO-NO's
<b>PAPER</b> 	<p>*All paper including newspaper, supplements, phone books, magazines, catalogs, shredded paper (IN STAPLED OR TAPED PAPER BAG!), junk mail, envelopes (windows ok)</p> <p>*Paperboard (i.e. cereal, pizza boxes), Corrugated cardboard</p> <p><b>*IF YOU CAN TEAR IT, IT'S PAPER!</b></p>	<p><b>*RECYCLE IN PAPER CONTAINER</b>  <b>*FOOD DEBRIS MUST BE REMOVED</b></p> <p>*Place in paper bag for Ruane or may be loose if dropped off</p> <p>*Cardboard boxes flattened for Ruane and Father or may be left whole only if dropped off</p> <p>*Staples, tape may be left on</p>	<p>*No string or cereal box liners</p> <p>*No paper towels, tissues, or napkins (Compost!)</p> <p><b>* No Gable top waxed milk and juice cartons or Aseptic brick-shaped milk and soup containers RECYCLE THESE WITH COMMINGLED!</b></p>
<b>GLASS</b>  <b>METAL</b>  <b>PLASTIC</b>  <b>MILK, JUICE, SOUP BOXES</b> 	<p>*Clear, green, brown bottles and jars          *Caps and lids can stay on</p> <p>*Deposit and non-deposit cans</p> <p>*Metal food cans</p> <p>*Aluminum foil and pie plates</p> <p>*<b>ALL</b> hard plastic items with or without a recycling number inside a triangle (except Styrofoam™), including soda bottles, milk jugs, detergent bottles, yogurt containers, toys, lawn furniture etc.</p> <p>* Gable top waxed milk and juice cartons and Aseptic brick-shaped milk and soup containers</p>	<p><b>*RECYCLE IN COMMINGLED CONTAINER</b></p> <p>*Labels/caps may be left on</p> <p><b>*RINSE CLEAN!</b></p> <p>*May mix glass, metal and plastic recycling in one bin</p> <p><b>*RECYCLE IN COMMINGLED CONTAINER</b></p>	<p>*No window glass, dishes, glasses, Pyrex, ceramics, mirrors or light bulb</p> <p>*No paint or motor oil cans</p> <p>*No aerosol cans</p> <p>*No clothes hangers</p> <p>*No plastic bags – recycle at supermarkets</p> <p>*No Styrofoam™ (PLACE IN STYROFOAM COLLECTION CONTAINER)</p>
<b>TEXTILES</b> 	<p>*Clothing (stained/torn ok), footwear(singles ok), handbags, belts, hats, scarves, under-garments, blankets, sheets, drapes, linens, pillows and stuffed animals</p>	<p><b>*RECYCLE IN DONATION TRUCK AT TRANSFER STATION</b></p>	<p>*No wet or mildewed items</p> <p>*No oily rags</p> <p>*No carpets, mattresses</p>
<b>FOOD</b> 	<p>*All plate scrapings, vegetable peels, egg shells, bones, meats, fish, poultry, fat, dairy, rice, bread, baked goods, pasta, coffee grounds, tea bags</p> <p>*To keep odors down, freeze meats bones, dairy scraps and only add them to bucket when it's time to take to Transfer Station</p>	<p><b>*Use a small pot with cover and handle or a kitchen scrap bucket to collect scraps at sink. When full, empty into 5 gallon bucket with lid such as paint bucket or kitty litter bucket. When 5 gallon bucket is full, bring to Transfer Station or leave for Ruane and Father to pick up</b></p>	<p>*No biodegradable bags</p> <p>*No paper napkins, towels, tissues, plates, cups</p> <p>*No butcher paper, waxed or parchment paper</p> <p>*No Cardboard</p> <p>*No liquids</p> <p>*No plastic utensils</p> <p>*No glass, metal or plastic</p> <p>*No wrappers or Styrofoam</p>
<b>STYROFOAM</b> 	<p>*Packaging blocks</p> <p>*Styrofoam egg cartons</p> <p><b>*BAGGED "peanuts"</b></p>	<p><b>*RECYCLE IN STYROFOAM COLLECTION CONTAINER AT TRANSFER STATION</b></p> <p><b>*NO food containers</b>  <b>*No labels or tape</b>  <b>* <a href="http://www.refoamit.com">www.refoamit.com</a> for more information</b></p>	<p>*No Styrofoam cups infused with cardboard or paper</p> <p>*No Blue or Pink insulation sheets unless in full size sheets</p>
<b>MATTRESSES &amp; BOXSPRINGS</b> 	<p>*Mattresses are no longer allowed in trash.</p> <p>*Mattresses &amp; boxsprings are collected in a separate container for recycling for a fee depending on size. Ask attendant on duty for assistance.</p> <p>*Crib mattresses &amp; foam mattresses included</p>	<p><b>*No special preparation is necessary</b></p>	<p>*Do not place in trash</p> <p>*No sleeper sofa mattresses</p>

**If these recyclables are not separated out, TRASH WILL BE REJECTED!**

For Ruane & Father, place paper recyclables in paper bags. Glass, metal, and plastic should be loose in a recycling bin.

Recycling saves our Tax \$\$\$ and natural resources.

Would you like to help the Recycling Committee? Call Carol Rubenstein at 508-653-8794

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